

Town of Brookline



2007 Annual Report

TOWN OF BROOKLINE MASSACHUSETTS



302nd Annual Report of the
Town Officers of Brookline
for the year ending December 31, 2007

townofbrooklinemass.com

Table of Contents

Town Officers	3
Selectmen	9
Town Administrator	17
Town Moderator	24
Advisory Committee	24
Town Meeting	27
General Government	
Town Clerk.....	39
Registrars of Voters.....	41
Town Counsel.....	42
Human Resources.....	43
Public Safety	
Police Department.....	46
Fire Department.....	55
Building Department.....	58
Building Commission.....	61
Board of Examiners.....	62
Public Works	
Administration Division.....	63
Highway and Sanitation Division.....	67
Water and Sewer Division.....	71
Parks and Open Space Division.....	74
Engineering and Transportation Division.....	82
Recreation Department	90
Public Schools	93
Library	100
Planning and Community Development	104
Planning Division.....	105
Preservation Division.....	107
Housing Division.....	109
Community Development Block Grant (CDBG) Program.....	111
Board of Appeals.....	112
Economic Development	113
Housing Authority.....	117
Human Services	
Health Department.....	119
Human Relations – Youth Resources.....	126
Broadband Monitoring Committee.....	130
Council on Aging.....	132
Veterans.....	135
Americans with Disabilities Act Transition Team.....	137
Commission for the Disabled.....	138
Brookline Commission for the Arts.....	139
Brookline Commission for Women.....	140
Information Technology Department	142
Finance Department	146
Treasury Division.....	146
Comptroller's Division.....	148
Assessors Division.....	149
Purchasing Division.....	151
Retirement Board.....	152
Telephone Directory	154
Town Fact Sheet	155

TOWN OFFICERS For the Municipal Year 2007

Elected Town Offices and Committees

MODERATOR			
Edward (Sandy) Gadsby	(2009)	SCHOOL COMMITTEE	
		Judy Meyers, Chair	(2009)
TOWN CLERK		Ira C. Chan	(2009)
Patrick J. Ward	(2009)	Helen Charlupski	(2010)
		Glenn Alan Cunha	(2008)
BOARD OF SELECTMEN		Kevin E. Lang	(2008)
Nancy A. Daly, Chair	(2008)	Alan Morse	(2008)
Gilbert R. Hoy, Jr.	(2008)	Andrew Skoler	(2010)
Robert L. Allen, Jr.	(2009)	Rebecca Stone	(2008)
Betsy DeWitt	(2009)	Henry B. Warren	(2010)
Jesse Mermell	(2010)		
TRUSTEES OF THE PUBLIC LIBRARY		BROOKLINE HOUSING AUTHORITY	
Dennis Geller, Chair	(2010)	David Trietsch, Chair	(2008)
Carol Axelrod	(2009)	Michael Jacobs, Vice Chair	(2011)
Michael A. Burstein	(2010)	Roxanne Berman	(2011)
Vivien E. Goldman	(2009)	Barbara B. Dugan	(2010)
Regina Healy	(2008)	Barbara A. Sard	(2009)
Gary Jones	(2008)		
Karen Livingston	(2008)	CONSTABLES	
Jon Margolis	(2008)	Robert L. Allen	(2010)
Edith W. Sperber	(2009)	Marvin A. Feinman	(2010)
Mary T. Sullivan	(2008)	William A. Figler	(2010)
Judith Vanderkay	(2010)	Myrna Kahn	(2010)
Roberta Winitzer	(2010)	Stanley Rabinovitz	(2010)

Appointed by Moderator

ADVISORY COMMITTEE			
Harry Bohrs, Chair	(2010)	Karen D. Lieff	(2009)
Neil Wishinsky, Vice Chair	(2010)	Pamela Lodish	(2008)
Charles Baker	(2008)	Sean M. Lynn-Jones	(2010)
Carla Wyman Benka	(2010)	Shaari Mittel	(2009)
Michael Berger	(2008)	Charles Moo	(2010)
Francis G. Caro	(2010)	Roberta Ornstein	(2010)
Kenneth W. Chin	(2008)	William B. Powell	(2009)
Nadine Gerds	(2008)	Stanley L. Spiegel	(2010)
Sytske V. Humphrey	(2008)	Michael S. Traister	(2008)
Janice S. Kahn	(2008)	Leonard A. Weiss	(2008)
Estelle Katz	(2009)	Donald C. Weitzman	(2010)
Frederick S. Lebow	(2009)	Karen M. Wenc	(2009)
Fred Levitan	(2010)	Christine M. Westphal	(2009)
		Robin E. Coyne, Budget Analyst	

Senior Manager Appointments

BOARD OF SELECTMEN'S OFFICE

Richard J. Kelliher, Town Administrator
Sean Cronin, Deputy Town Administrator
Melissa Goff, Assistant Town Administrator

BUILDING DEPARTMENT

James Nickerson, Commissioner
Charles Simmons, Director of Public Buildings
Tony Guigli, Building Project Administrator

COUNCIL ON AGING

Ruthann Dobek, Director

FINANCE DEPARTMENT

Stephen E. Cirillo, Director of Finance/
Treasurer/Collector
David Geanakakis, Chief Procurement Officer
Judith A. Haupin, Comptroller
Gary McCabe, Chief Assessor

TOWN LIBRARIAN

James C. Flaherty

PLANNING AND COMMUNITY DEVELOPMENT

Jeff Levine, Director
Catherine Cagle, Economic Development Officer

POLICE CHIEF

Daniel C. O'Leary

PUBLIC WORKS DEPARTMENT

A. Thomas DeMaio, Commissioner
Andrew Pappastergion, Deputy
Commissioner/Director of Water and Sewer
Peter Ditto, Director of Engineering/Transportation
Todd Kirrane, Assistant Transportation Director
Erin Chute Gallentine, Director of Parks and Open Space
Kevin Johnson, Director of Highway

INFORMATION TECHNOLOGY

Kevin Stokes, Chief Information Officer

FIRE CHIEF

Peter Skerry

HEALTH AND HUMAN SERVICES

Dr. Alan Balsam, Director

HUMAN RELATIONS/YOUTH RESOURCES

C. Stephen Bressler, Director

HUMAN RESOURCES

Sandra DeBow, Director

RECREATION

Lisa Paradis, Director

SUPERINTENDENT OF SCHOOLS

William H. Lupini

TOWN COUNSEL'S OFFICE

Jennifer Dopazo, Town Counsel
John Buchheit, Assoc. Town Counsel
George F. Driscoll, Assoc. Town Counsel
Joslin Ham-Murphy, Assoc. Town Counsel

VETERANS' SERVICES

William McGroarty, Director

Boards and Commissions Appointed by the Selectmen

ADVISORY COUNCIL ON PUBLIC HEALTH

Dr. J. Jacques Carter, Chair (2008)
Dr. Bruce Cohen (2010)
Roberta Gianfortoni (2009)
Milly Krakow (2009)
Cheryl Lefman (2010)
Patricia Maher (2008)

BOARD OF APPEALS

Enid Starr (2010)
Jesse Geller (2009)
Robert DeVries (2008)

ASSOCIATE MEMBERS

Jonathan Book (2010)
Kathryn R. Ham (2009)
Mark Allen (2008)
Anna Christina Wolfe (2008)

BOARD OF ASSESSORS

Gary McCabe, Chair (2010)
Mark J. Mazur (2009)
Harold Petersen (2008)

BOARD OF EXAMINERS

Barnett Berliner (2008)
Fred Lebow (2009)
VACANCY (2010)

BROADBAND MONITORING COMMITTEE

Francine Berger, Chair
Michael Newman
Al Pisano
Michael S. Selib

BROOKLINE ACCESS TELEVISION

William Slotnick, Chair (2008)
Dennis Becker (2007)
Leor Brenman (2009)
William Davidson (2007)
Albert Davis (2008)
Jennifer Deaderick (2009)
Andrew M. Fischer (2008)
Mary Hoffs (2009)
Jodi Long (2008)
Dori Stern (2007)

BROOKLINE COMMISSION FOR THE ARTS

Jane Stanhope, Co-Chair (2010)
Brenda Sullivan, Co-Chair (2010)
Gavin Andrews (2008)
James Arzente (2010)
Rory Dela Paz (2008)
Katherine Ewen (2008)
Ava Gefen (2009)
Hilary Goldhammer (2009)
Jeanette L. Gullemin (2008)
Daniel Jamous (2008)
Daphne Kalotay (2009)
Dione Langan (2009)
Katherine Lapuh (2008)
Joanne Lukitsh (2009)
Peggy Peterson (2008)
Sibyl Senters (2009)
Annie Short (2009)
Marie Wilson (2008)

BROOKLINE COMMISSION FOR WOMEN

Casey Hatchett, Chair (2010)
Jamie Costello, Vice-Chair (2008)
Sharman Andersen (2009)
Merry Arnold (2010)
Chris Chanyasulkit (2009)
Debbie Howerton (2009)
Alberta Grossman Lipson (2009)
Sandra Lundy (2008)
Maura McAvoy (2008)
Susan Ross (2010)
Dr. Gloria Rudisch (2010)

BUILDING COMMISSION

Janet Fierman, Chair (2009)
George Cha (2009)
George Cole (2010)
Kenneth Kaplan (2010)
David Pollack (2008)

CELEBRATIONS COMMITTEE

Michael W. Merrill, Chair
Marge Amster
Ethan Brown
Annmarie Cedrone
Polly Cornblath
A. Thomas DeMaio
Peter Ditto
Eli Gorock
Kelly Hardebeck
Robert Lynch
William McGroarty
Rita McNally
Chou Chou Merrill
Betty Moylan
James Nickerson
Captain John O'Leary
Captain Michael O'Reilly
William Riley
Melvin Ritter
Brenda Sullivan
Herbert Taymor
Ben Vivanti
Joseph Walsh
Yvette Yelardy

COMMISSION FOR THE DISABLED

Robert Sneirson, Chair (2007)
Eileen Connell Berger (2009)
Keith Duclos (2009)
Selectman Gilbert R. Hoy (2008)
James Miczek (2008)
James Peters (2008)
Melvin Ritter (2009)
Vacancy (2007)
Vacancy (2008)

CONSERVATION COMMISSION

Werner Lohe, Chair (2008)
Kate Bowditch (2009)
Anna Eleria (2009)
Gail McClelland Fenton (2010)
Adam Kahn (2008)
Randolph Micklejohn (2010)
Roberta Schnoor (2009)

ASSOCIATE MEMBERS

Marian Lazar
Pamela Harvey

COUNCIL ON AGING

Agnes Rogers, Chair	(2009)
Miriam Sargon, Vice-Chair	(2008)
Eleanor Bart	(2008)
Irvin Finn	(2010)
Elizabeth Kirsten	(2009)
Evelyn Roll	(2008)
Shirley Radlo	(2010)
Anatoly Rakin	(2010)
Dorothy Wolfson	(2009)
Sy Yesner	(2008)
Gertrude Cohen	(2009)

ASSOCIATE MEMBERS

Ruth Abrams	(2010)
Ruth Golden	(2010)
Lillian Christmas	(2010)
Mary Lee Hood	(2010)
Marjorie Diana Harvey	(2009)
Ben Levine	(2008)
Helen Lew	(2008)
Jean O'Rourke	(2009)
Jacob Shafran	(2010)
Muriel Stark	(2009)
Roberta Winitzer	(2009)
Doreen Vittori	(2008)
William Wong	(2008)

ECONOMIC DEVELOPMENT ADVISORY BOARD

Robert I. Sperber, Co-Chair	(2010)
Anne Meyers, Co-Chair	(2009)
Mary Fifield	(2008)
Susan Houston	(2009)
Kenneth Lewis	(2010)
Thomas Nally	(2010)
Peter Norstrand	(2008)
Steve Pratt Otto	(2008)
Alden Raine	(2009)
Paul Saner	(2010)
James R. Shea, Jr.	(2009)
Donald A. Warner, AIA	(2010)

HOUSING ADVISORY BOARD

Roger Blood, Chair	(2009)
David P. Rockwell	(2008)
Dan Rosen	(2008)
Kathy Spiegleman	(2010)
Steven Heiken - Planning Board Rep.	
Michael Jacobs - Housing Authority Rep.	
Rita McNally - Tenant Rep.	

HUMAN RELATIONS/YOUTH RESOURCES COMMISSION

Dr. Edward Wang, Co-Chair	(2007)
Marc Jones Co-Chair	(2009)
Sandra Bakalar	(2008)
Reverend George Chapman	(2009)
Karen Fischer	(2009)
David Tappan Heist	(2008)
Rita McNally	(2007)
Captain John O'Leary	(2009)

HUMAN RELATIONS/YOUTH RESOURCES COMMISSION CONT'D

Larry Onie	(2008)
Agnes Rogers	(2008)
Enid Shapiro	(2009)
Karen Sutherland	(2007)
Lena Wong	(2007)

ASSOCIATE MEMBERS

Joy Dryfoos
Herb Goodwin
Ruth Kaplan
Kay O'Halloran
Paula Schneider

HUMAN RESOURCES BOARD

Kenneth V. Kurnos, Chair	(2008)
Edward DeAngelo	(2010)
Gerald Raphel	(2010)
Randall E. Ravitz	(2009)
Jacqueline J. Young	(2009)

INFORMATION TECHNOLOGY ADVISORY COMMITTEE

Susan Goldberg	(2008)
Stephanie Leung	(2010)
Chan MacVeagh	(2009)
Ariel Soiffer	(2010)
Tom Wolf	(2010)

PARK AND RECREATION COMMISSION

John Bain, Chair	(2010)
Clara Batchelor	(2008)
James K. Carroll	(2009)
Daniel Lyons	(2008)
Nancy Madden	(2010)
Nancy O'Connor	(2008)
Robert Simmons	(2009)

PLANNING BOARD

Kenneth M. Goldstein, Chair	(2009)
Linda Hamlin	(2008)
Stephen Heikin	(2010)
Jerry I. Kampler	(2011)
Mark J. Zarrillo	(2012)

PRESERVATION COMMISSION

Sheri Flagler, Chair	(2009)
James Batchelor	(2008)
Dennis DeWitt	(2009)
Elton Elperin	(2008)
Ashling Fingleton	(2009)
Dr. Gary Gross	(2010)
Steven Kanes	(2010)

ALTERNATE MEMBERS:

Bruce F.Cohen	(2010)
Wendy Ecker	(2010)
David King	(2008)
Linda Leary	(2009)

REGISTRARS OF VOTERS

Linda Golburgh (2009)
Emily Rabb Livingston (2008)
Andrew J. McIlwraith (2010)
Patrick J. Ward, Ex Officio

RETIREMENT BOARD

Gary Altman, Chair (2009)
Joseph P. Duffy (2008)
James Riley (2008)
Stephen E. Cirillo (2009)
Judith Haupin - Ex-Officio

SOLID WASTE ADVISORY COMMITTEE

Adam Mitchell, Chair (2010)
John Dempsey (2008)
Barbara Field (2010)
Cynthia Snow (2010)
VACANCY (2009)
2 VACANCIES (2008)

TRANSPORTATION BOARD

Michael Sandman, Chair (2009)
Gustaaf Driessen (2010)
Peter Furth (2009)

TRANSPORTATION BOARD CONT'D

Ronald Scharlack (2008)
Abigail Swaine (2008)
Pamela Zelnick (2007)

TREE PLANTING COMMITTEE

Hugh Mattison, Chair (2009)
Marjorie Greville (2008)
Daniel John (2008)

TRUSTEES OF WALNUT HILL CEMETERY

Abbe Cohen, Chair (2008)
Katharine Begien (2008)
Mary Harris (2009)
Donalda Hingston (2007)
Joslin Ham Murphy (2007)
Patricia Ostrander (2009)

NAMING COMMITTEE

John Bain (2009)
Carla Benka (2008)
Helen Charlupski (2009)
Wendy Ecker (2010)
Fred Lebow, Chair (2008)
Alan Morse (Alternate) (2009)

Miscellaneous Appointments

**AGENT FOR MANAGEMENT
OF REAL ESTATE**

John T. Mulhane

CIVIL DEFENSE DIRECTOR

Peter Skerry

FENCE VIEWER

Peter Ditto

INSPECTOR OF ANIMALS

Robin Magner
Patrick Maloney

INSPECTOR OF PETROLEUM

Peter Skerry

INSPECTOR OF WIRES

Theodore Steverman

KEEPER OF THE LOCK-UP

Daniel C. O'Leary

**LOCAL MOTH SUPERINTENDENT OF
INSECT PEST CONTROL**

A. Thomas DeMaio

RIGHT TO KNOW COORDINATOR

Sandra DeBow

MEASURERS OF WOOD AND BARK

William McGroarty
George Carroll

**BOARDS/COMMISSIONS APPOINTED
BY THE BOARD OF SELECTMEN**

Planning/ Development	Administration and Finance	Public Works	Cultural/ Leisure Services	Human Services
Board of Appeals	Board of Assessors	Conservation Commission	Broadband Monitoring Committee	Advisory Council on Public Health
Board of Examiners	Human Resources Board	Solid Waste Advisory Committee	Brookline Access Television	Commission for the Disabled
Building Commission	Registrars of Voters	Transportation Board	Celebrations Committee	Commission for Women
Economic Development Advisory Board	Retirement Board	Tree Planting Committee	Brookline Commission for the Arts	Council on Aging
Housing Advisory Board	Information Technology Advisory Committee	Trustees of Walnut Hills Cemetery	Park and Recreation Commission	Holocaust Memorial Committee
Planning Board	Brookline Naming Committee			Human Relations/ Youth Resources
Preservation Commission				

BOARD OF SELECTMEN ANNUAL REPORT



Selectmen Gil Hoy and Betsy Dewitt, Chairman Nancy Daly, Selectmen Jesse Mermell, Robert Allen, and Town Administrator Richard Kelliher

No issue more dominated the agenda of the Board of Selectmen in 2007 than whether Town budgetary conditions warranted placing an override ballot question before the voters. The very first Board meeting of the year on January 9, 2007 began with extensive discussion about statewide experiences with overrides along with a review of the procedural requirements for ballot questions. Virtually one year later, on January 15, 2008, the Board received the final report of the Override Study Committee which the Selectmen established to address the very core issue of whether an override question should be pursued.

Of course, many, many other matters of extreme importance were taken up by the Board during 2007: land use/zoning issues like the Coolidge Corner District Plan; new residential and commercial permit parking programs; authorization of a town wide WiFi project; continued commitment to major projects for affordable housing (St. Aidan's) environment (Landfill Park) and Town property re-use (Fisher Hill Reservoir); a controversial citizen police complaint; cable license renewals; and obviously, transition within the leadership of the Board itself.

This report focuses primarily on the override issue because as the experience played out, the evaluation of the merits of an override became fundamentally intertwined with an examination of the Town's underlying financial position and likely future fiscal trends. Recapping the process and outcomes in the Annual Report will likely prove most useful when future Town leadership needs to take a look back at the experience for lessons learned.

VERRIDE STUDY

While persistent concerns in recent years about structural budgetary imbalances had occasionally raised public question within the Board about possible consideration of an override, the direct cause of the Board's formal consideration of an override in 2007 was the actual cutback budget presented in the FY08 Financial Plan. Up to that point the Town had been able to sustain maintenance of effort budgets that did not entail net reduction in staff or elimination of services in spite of relentless double digit increases in group health, energy, and material costs.

However, with the prospect of a \$3.2 million deficit emerging for FY08, necessitating \$2 million in school cuts and \$1.2 million in town cuts, it became clear that examination of the override option needed to be formally placed on the table. The 08 Financial Plan presented the first outright

cutback budget since 1994. While more than half the cuts were stemmed through a Mitigation Plan calling for \$1.4 million in increased fees/fines and certain efficiencies, it was obvious that continuing structural imbalances would force the Town to revisit cuts in future fiscal years.

So, the Board took the following steps which in turn generated the work product from the Override Study Committee that ultimately was acknowledged by most override supporters and opponents alike to constitute an accurate and balanced assessment of the Town's financial position and how an override could be structured accordingly.

January 9, 2007 - Presentation by John Robertson, Fiscal Policy Analyst of the Massachusetts Municipal Association who appeared before the Board to recap statewide experience with overrides. He reviewed the different ballot options allowed by the state Department of Revenue and how these approaches had fared in various communities.

February 13, 2007 – In response to the public comment received and the Selectmen's own deliberations about the override presentation on January 9th the Board voted 4-1 in favor of the following Resolution. In addition, it authorized the Town Administrator to publish notice seeking candidates for appointment to the Override Study Committee established in the Resolution.

OVERRIDE STUDY COMMITTEE

WHEREAS, the School Superintendent has indicated that the cost of implementing the lengthened school day recently negotiated by the School Committee and Brookline Educators Union could cost \$1.8 million; and

WHEREAS, the most recent Financial Forecast for FY08-FY12 projects a FY09 budget deficit of nearly \$9 million (inclusive of the lengthened school day), the largest deficit projection estimated ever in the Town's long-range financial projections; and

WHEREAS, fixed costs such as group health, pension, and energy, have grown at rates far greater than general cost of living indices, diverting property tax revenue capped by Proposition 2 ½ from direct health, education, safety and infrastructure needs; and

WHEREAS, Brookline's inflation adjusted local aid remains 21% below FY02 levels due to unprecedented cuts in state assistance, and the prospects for future local aid growth appear extremely limited; and

WHEREAS, significant relief from the increasing costs of mandates and meaningful reform of personnel, procurement, and intergovernmental systems are not likely; and

WHEREAS, the Town last adopted a levy limit override well over a decade ago and Brookline residential property taxes have grown at a rate lower than the statewide average since 2000.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Selectmen seeks to evaluate whether substantially more revenue capacity than what is currently projected is unavoidably necessary in order to maintain desired levels of services. And, further, wants this evaluation to be conducted through a comprehensive and thorough examination of Town finances, municipal/school expenditures and community ability to pay in comparison to other municipalities. The Board of Selectmen -- acting as the only Town body with authority to call for an override ballot question -- hereby establishes an Override Study Committee of no more than nine members to report initial findings by June, 2007 and make final recommendations, if any, by November 2007. Coordination of resources, records, information and other requirements of said Committee shall be provided by the Town Administrator.

February 20-March 20, 2007 – Board interviewed 16 candidates for the nine voting seats on the Override Study Committee.

April 24, 2007 – The Board appointed the following members to the Override Study Committee:

OVERRIDE STUDY COMMITTEE CITIZEN VOTING MEMBERS

Vince McGugan, Co-Chair

Mr. McGugan is a graduate of Harvard College, Harvard Business School, and Harvard Law School. He manages money in the public capital markets as the Chairman of Gold Hill Company. He has served a board member of a number of startup entrepreneurial technology and operating companies. His children attended Brookline Schools.

Lloyd Dahman, Co-Chair

Mr. Dahmen holds an undergraduate degree from Harvard College and an MBA from the Harvard Graduate School of Business Administration. His working career includes investment portfolio management, early stage venture capital, and management of commodities investment fund. He and his family have lived in Brookline for 35 years.

Gordon Bennett

Mr. Bennett holds a Masters in Economics from New York University and is a graduate of Harvard College. A Chartered Financial Analyst and a Certified Financial Planner, he has worked as a bond trader, a fixed-income portfolio manager and is now a financial advisor for individuals and families. He attended Lawrence School and is a graduate of Brookline High School.

Eric Buerhens

Mr. Buehrens is the Chief Operating Officer at Beth Israel Deaconess Medical Center. He has previously served as Chairperson of the Fiscal Policy Review committee, which convened in September 2003 and issued its report in January 2004. His children attended Brookline Schools.

Tony Friscia

Mr. Friscia is a graduate of Vassar College and is President and CEO of AMR Research, a Boston-based company that researches emerging technology and analyzes its potential impact on business performance. Mr. Friscia is on the Board of the Brookline High School 21st Century Fund. His children attend Brookline Schools.

Amy Kershaw

Ms. Kershaw holds a Master of Public Administration from Syracuse University and a BA from Williams College. She is currently employed as Deputy Commissioner for the Massachusetts Department of Early Educations and Care. She has worked for several governmental agencies. Her children attend Brookline Schools.

Jeffrey Liebman

Mr. Liebman is the Malcolm Wiener Professor of Public Policy at Harvard's Kennedy School of Government. His research focuses on the fiscal implications of aging populations and of rising health care costs. From 1996-1999 Mr. Liebman served as Special Assistant to President Clinton for economic policy and coordinated the Administration's Social Security reform efforts. His oldest daughter is a first grader at the Pierce School.

William Schwartz

Mr. Schwartz holds a Master of Science in Transportation from MIT and is a city planner and transportation consultant. He is the Vice President of Transportation for Planners Collaborative, a Boston-based consulting firm. Mr. Schwartz served on the Transportation Board for six years, including two as chairman and on the Comprehensive Plan Committee. His children attend Brookline Schools.

Will Slotnick

Mr. Slotnick is Senior Vice President of FCD Educational Services, a nonprofit provider of school-based substance abuse prevention services. He is a Town Meeting member from Precinct 12, President of Brookline

Access Television, and serves on a number of town and school committees. His child attends Brookline Schools.

EX OFFICIO NON-VOTING MEMBERS

Betsy DeWitt, Board of Selectmen

Neil Wishinsky, Advisory Committee

Henry Warren, School Committee



FINANCIAL SUSTAINABILITY

Starting with its organizational meeting on May 10, 2007, the Override Study Committee held 20 full meetings through January 30, 2008, including a pre-report public hearing and post-report informational session. It created six substantive sub-committees each of which met on several occasions. It presented a 121 page Final Report, including appendices, to the Board on Selectmen on January 15, 2008. Its work was both formidable and widely respected.

The Committee's recommendations quickly became well known and along with its findings were extensively documented in local news reports, meeting records, and the web based availability of the Report itself. Accordingly, these specifics will not be recounted in this report other than to note that the Committee did vote to recommend an override for FY09 for the purposes of closing the structured deficit, meeting infrastructure needs, lengthening the instructional school day, and instituting a K-6 world languages program for a total amount up to \$7.6 million.

However, the Committee's major proposals for financial sustainability and subsequent Town responses will be highlighted here. The Override Study Committee members have made clear and the Town leadership have acknowledged that the proposed override provides only a one year offset to budgetary structural imbalance. Without ongoing efforts to address this structural condition the Town's deficit position could reemerge relatively soon.

Central to the Override Study Committee's sustainability approach is the need for the Town and Schools to develop a strategy for setting employee COLA'S that takes into account the totality of personnel costs increases inclusive of benefits and staffing levels. The Report urges when group health rates rise more than 10% that COLA's be held less than 2% assuming revenue growth around 3.75%.

Maintaining a Sustainable Growth Rate for Personnel Costs						
Assumptions		Affordable COLA if annual growth rate for group health costs is:				
Revenue Growth Rate	Growth Rate of Non-Personnel Spending	6%	8%	10%	12%	14%
<i>Base case</i>						
3.75	3.75	3.2	2.6	1.8	1	0
3.75	2.5	3.8	3.2	2.5	1.7	0.7

In response to this recommended approach, the Board of Selectmen unanimously voted on March 11, 2008 to adopt the following resolution:

WHEREAS, Personnel costs account for more than 75% of the total Town and School spending; and

WHEREAS, the major factors contributing to personnel cost increases are COLA'S, benefits (particularly group health) and growth in staffing levels; and

WHEREAS, in recent years well over half the town's allowable levy growth has been consumed by group health, diverting resources from Town and School services; and

WHEREAS, current group health premiums at \$19,156 per family have nearly doubled since the rate of approximately \$9,800 in FY2001; and

WHEREAS, the Override Study Committee recommends that the Town and Schools each manage the growth in personnel costs at sustainable levels; and

WHEREAS, the Override Study Committee further urges holding the growth of COLA'S and other personnel costs below 2% as health costs increase more than 10%; and

NOW, therefore, the Board of Selectmen after consultation with the designees of the School Committee to the Labor Advisory Committee established by Town Meeting does hereby resolve to incorporate the recommendations of the Override Study Committee into its guidelines for employees compensation and benefits and into its collective bargaining guidelines for upcoming labor contract negotiations consistent with obligations to engage in good faith bargaining pursuant to M.G.L. 150E.

In addition, the School Committee voted on March 6, 2008 the following:

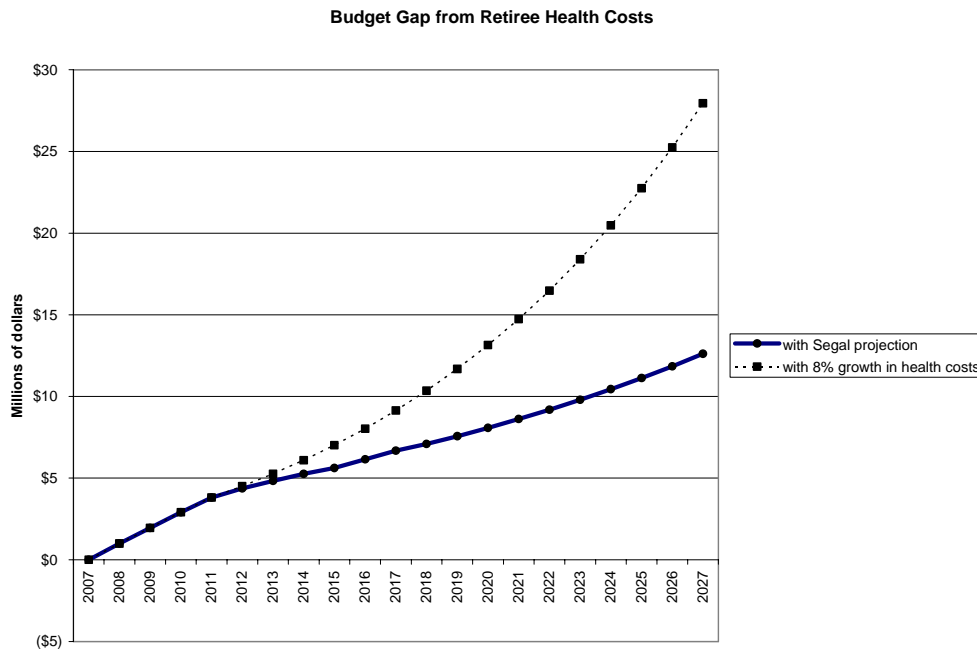
Voted UNANIMOUSLY to amend the first paragraph of the Financial Planning Challenges and Guidelines section of the FY 2009 Budget Directives, as follows:

Continue to work with the Town on a unified approach to anticipate both long-and short-term financial pressures, including, but not limited to, our joint capital priorities, and, consistent with our obligations to engage in good faith bargaining pursuant to M.G.L.c. 150E, incorporate into our management practices the Financial Policy Recommendations of the Override Study Committee Report of January 2008 on managing total personnel costs, so that the combination of salaries, employee health benefits and staffing levels grow at a sustainable rate.

A second major component of the Override Study Committee proposals for sustainability is the need to address unfunded retiree group health obligations. The committee reported that even if the growth rate of health costs slows considerably, retiree health is going to place an enormous stain on the budget. The Segal Company report on

retiree health benefits assumes that the growth rate of health costs falls linearly from 10% in 2007 to 5% in 2012 and later. Even with these extremely optimistic assumptions, they calculate that the Town faces a potential unfunded retiree health liability of over \$300 million.

The following chart plots the annual budget gap created by retiree health under the Segal assumptions and under an alternative assumption in which health costs growth at 8% per year from 2009 on. This alternative also includes other assumptions based upon the Override Study Committee's more recent analysis, the result of all of which shows an even worsening of the budget gap by another \$1.25 million each year from retiree group health costs.



The Committee Report observes that ideally the Town should set aside \$4 million per year to finance future retiree health costs. Neither Brookline, nor any other Massachusetts municipality can afford to make an annual budgeting commitment of this magnitude for this purpose. Creative strategies are required not only for financing but also for reducing exposure. To this end the Board of Selectmen voted the following Resolution on April 8, 2008.

RESOLUTION CONCERNING THE CREATION OF AN OPEB TASK FORCE

WHEREAS, the Town's Other Post Employment Benefits (OPEB) liability is between \$200 million - \$300 million, and

WHEREAS, health insurance costs for retirees is projected to grow from approximately 35% of the current group health budget to nearly 50% in five years, and

WHEREAS, the Town's ability to address its OPEB liability is key to its long-term sustainability, and

WHEREAS, the Final Report of the Override Study Committee stated that "retiree health is going to place enormous strain on the budget", and

WHEREAS, the major bond rating agencies are increasingly expecting governments to develop a plan to manage the OPEB liability.

NOW, THEREFORE, the Board of Selectmen hereby establishes an OPEB Task Force to undertake a complete analysis of options for reducing and/or funding the Town's OPEB liability. The Task Force shall develop a comprehensive plan to address the issue, with the overriding goal being to substantially reduce OPEB liabilities while preserving affordable, comprehensive coverage options for retirees. Members of the Task Force shall be the following: Board of Selectmen (1) Audit Committee (1) Advisory Committee (1), School Committee (1) Union Representation (1) Retirement Board (1) Residents (3).



**Selectmen and Town Administrator at Promotion of
Deputy Chief Michael O'Reilly and Lieutenant Patrick Canney**

The third major element of the Override Study Committee's sustainability approach calls for the Town to undertake an Efficiency Initiative that would identify and prioritize areas of potential change, addressing them through a long range plan. These would include some long-mentioned, but never fully analyzed areas such as fire alarm boxes, public safety minimum manning, further merger of town/school operations, and further departmental consolidation. The Override Study Committee estimated there could be an annual budget savings in the \$400,000 - \$700,000 range from these and other initiatives.

In the FY09 Financial Plan the Town Administrator recommended the establishment of a five person committee with expertise in finance and management to work with the Town Administrator to formulate the proposed long-range plan for incorporation into the 2010 budget cycle. He noted that just preliminary consideration of what can be deeply controversial subjects like these can be impeded when they are initially taken up in a political arena such as at televised meetings of an elected political body.

To foster communications among the Town's key governing boards, ex-officio members from the School Committee, Advisory Committee, and Selectmen would likely be advisable. With an overall explicit mandate to proceed with this data collection and other preparatory efforts, a viable Initiative can get underway in order to shape comprehensive discussion and assessment of various possibilities.

BOARD TRANSITION



Selectmen congratulate the under 14 Girls' Soccer Team for winning State Tournament and receiving Sportsmanship Award

Several changes within the Board occurred in 2007, starting with the election on May 8, 2007. Jesse Mermell was elected to the Board filling the seat vacated by Michael Merrill who did not run for another term. This marked the first time in the Town's history that three women constituted a majority of the Board. At its organizational meeting on May 15th the Board elected Gil Hoy as Chairman. However, Selectman Hoy submitted a letter of resignation from the Chairmanship on September 17, 2007 and Selectman Nancy Daly was elected Chairperson on September 18, 2007.

Michael Merrill's departure from the Board actually marked 12 years of service as a Selectman. Prior to his most recent term from 2005-2007, Selectman Merrill had served from 1982 through 1985 and 1990 through 1996. He was Chairman from 91-94. Throughout his years of service on the Board Michael Merrill's tenure was known for enthusiastic leadership and support of town civic affairs.



Selectmen Merrill at WiFi Announcement

Selectmen Merrill's approach came together in spectacular fashion with the townwide WiFi initiative. Through his leadership the town overcame considerable financial, business, and technological obstacles to launch a nationally recognized community wide WiFi initiative. Using a private sector model under municipal licensing authority, the town entered into an agreement with Galaxy, Inc of Newton, MA to "light up" the entire town with public access in parks, housing authority properties and commercial areas. Brookline is the only community in this state to succeed with this approach. For this and many other accomplishments the town government is deeply grateful for Selectmen Merrill's tireless efforts.

TOWN ADMINISTRATOR

Richard J. Kelliher



L-R: Gary McCabe, Charlie Simmons, Tom DeMaio, Richard Kelliher, Kevin Johnson, Ben Vivante, Peter Rowe, John Bucheit, Walter White, Andy Pappastergion, Chuck Flaherty, Sean Cronin, Erin Chute Gallentine, Feng Yang, Steve Bressler, Sandra DeBow, Alan Balsam, Robert Mello, Steve Cirillo, Jennifer Dopazo, Ruthann Dobek, Melissa Goff, David Geannakakis, Bill McGroarty, Jeff Levine, Peter Ditto, Kevin Stokes, Dan O'Leary, Peter Skerry

I very much want to thank my Department Head colleagues for their leadership and professionalism in what came to be a year of transition for the Town Administration. They and our supervisory team along with the entire workforce in cooperation with our labor unions have worked steadfastly through what turned out to be in many ways a transitional year. It is a tribute to everyone involved that there has been minimal disruption in what could well have been a turbulent twelve months.

What was so transformative about 2007?

- The fiscal stress of the past several years moved the Town from so-called maintenance of effort budgets to our first cutback budget since 1994.
- All Town offices relocated out of Town Hall midyear, but services had to be continued seamlessly.
- Five senior Department Heads retired.
 - Recreation Director Bob Lynch - 31 years of service
 - Fire Chief John Green - 30 years of services (3 as Chief)
 - Building Commissioner – Jim Nickerson – 21 years of service
 - Chief Assessor – George Moody - 18 year of service
 - IT Director – Jon Snodgrass – 16 years of service

Throughout these and other turning points the Town was able to maintain services, carry-out major/special projects, and respond effectively to unexpected contingencies. While we have made every attempt to minimize service disruption, we know that inconveniences have occurred and we are most appreciative to the Brookline citizens and everyone else doing business with the town who have persevered with us through it all.

BUDGETARY ISSUES

The preparation of the FY08 Financial Plan was marked by cutback budgeting and a corresponding Mitigation Plan to stem service reductions. Budget cuts of \$3.2 million were initially proposed, but a combination of revenue increases, economies, and outright cuts were utilized to bring the budget into balance. Balancing the budget required the elimination of 8.9 town FTE's and 5 school FTE's along with raising fees/fines by approximately \$1.4 million.

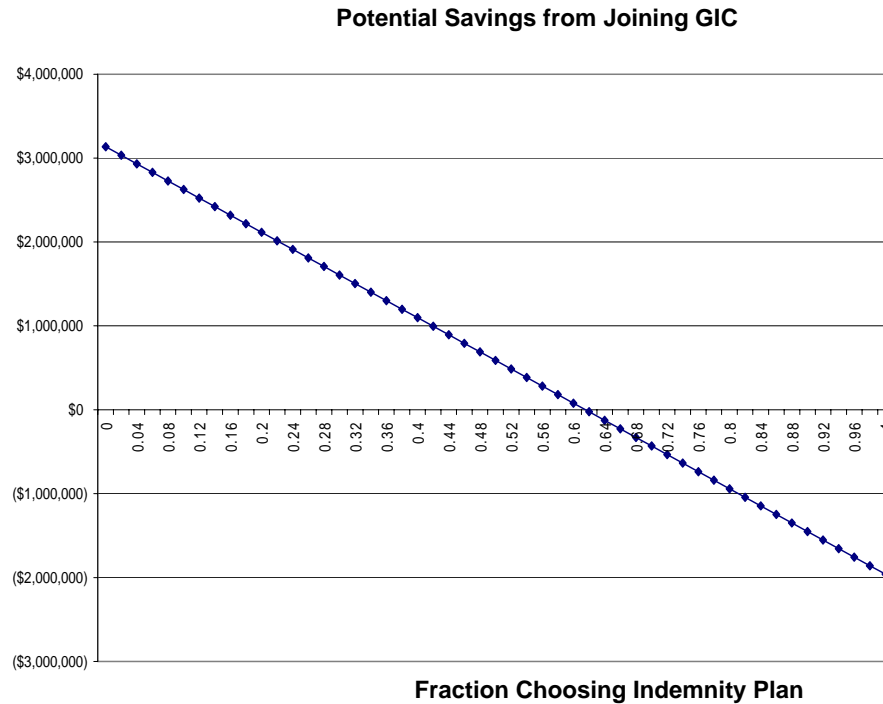
One significant initiative that played a major role in stabilizing the Town's budgetary position, at least for this one fiscal year, was the change in group health plan design through what is known as coalition bargaining. Coalition bargaining is a negotiating method that involves all the unions as a group with each bargaining unit having a weighted vote. This alternative bargaining approach has been in existence since the early 90's, but municipalities have been understandably reluctant about it because the unions have a veto position and there is no local way out of it other than by home rule legislation. As significantly, it also extends negotiating rights to retirees for whom we well know there is a substantial unfunded group health obligation.

The Town agreed to coalition bargaining primarily for two reasons. First the plan design changes negotiated with the unions were considerable and immediately implementable. The changes reduced the FY08 health care rate increases from 12% to 6% and did so without having to wait for the completion of serial negotiations with each union separately as required by traditional bargaining. The table below illustrates that the plan changes reduced premium costs by \$1,745,000 on an annualized basis, 25% of which accrues to employees in the form of decreased withholdings. The net positive budget change of FY08 was approximately \$800,000 due to the fact that \$450,000 in Medicare Part D reimbursements were netted out and the changes were instituted at the start of the second quarter of the fiscal year.

FY08 Plan Design Changes and Related Savings			
	OLD	NEW	TOTAL SAVINGS
Office Visits	\$5	\$10	\$250,000
Prescriptions - Actives	\$5 / \$10	\$10 / \$20	\$405,000
Prescriptions - Retirees	\$5 / \$10	\$10 / \$20 / \$25	\$590,000
Out-patient Surgery	N/A	\$150	\$250,000
In-patient Admission	N/A	\$250 /procedure	\$250,000
TOTAL			\$1,745,000

The other primary reason for moving forward with coalition bargaining is that this is the only statutorily allowed path for joining the State Group Insurance Commission (GIC). If this were not required for opting into the GIC, then it is quite unlikely that the Town could have adopted coalition bargaining. The potential for cities and towns to join the GIC has drawn considerable attention and commentary. The Town's own Override Study Committee urged that the Town opt in as soon as possible.

Per the following chart the Override Study Committee reported that it is likely the Town would save between \$1 million and \$2 million per year by joining the GIC. The Report does note however, that while the cost of comparable plans, provided by the GIC are considerably less, the GIC also offers higher cost indemnity plans not currently available to Brookline employees. The following illustrates potential GIC savings as a function of the fraction of employees choosing indemnity coverage.



TOWN HALL RELOCATION

By June 2007 the 17 departments and approximately 150 employees located in Town Hall moved to several temporary locations for the building renovation project. Most offices relocated to the Old Lincoln School at 194 Boylston Street, but due to space limitations there and also in order to minimize impacts on the adjacent residential neighborhood, several departments went to other locations: Assessing to the Putterham Library; Town Clerk to the Train Health Building and DPW to the Municipal Service Center.

The Old Lincoln, however, became the temporary seat of Town government with the Board of Selectmen, Advisory Committee, and School Committee located there along with 11 departments including the Treasurer Collector, Comptroller, Building, Purchasing, Human Resources, Planning, Town Counsel and School Department. Also co-located in the Building is Brookline Access Television.



The planning and execution of the entire relocation has been a testimony to the skills of Building Department staff, especially Project Administrator Tony Guigli and Project Manager Ray Masak. With the support of the Information Technology staff and other Town departments the transition moved seamlessly. Only one Board of Selectmen meeting had to be postponed, which was during the week of the move itself. Tax collections, vendor transactions, citizen services, and community functions continued uninterrupted.

Two aspects of the temporary relocation that particularly stand out are the employees' determination to make the experience a successful one for themselves and the citizens they serve and also the plans to minimize impacts on the nearby neighborhood. For employees, the Human Resources Department organized fitness programs in the school gym along with other amenities such as a lending library in the former school cafeteria. A "Back to School" campaign was conducted to ease the usual aches and pains associated with any large scale relocations. The Payroll Office organized a twice monthly "Pizza Wednesday" at which all Town employees could come together in an informal setting to share experiences and on occasion commiserate certain events such as when heavy rainstorm winds blew in a window in Town Counsel's office.



Linda Hickey and Mary Slattery



Pizza Wednesday

Aided by the creativity of the DPW Transportation staff, extensive efforts were made to minimize impacts upon neighbors, especially from parking. A well designed parking plan, a shuttle bus from the Town Hall garage, and leasing the surface lot at the former Red Cab building all contributed greatly to easing parking impacts. While there have been occasional instances in which parking practices have had to be controlled, the results overall have probably been much better than expected. The Town actually hosted a meeting of the Neighborhood Association in the building and Association members noted that the parking impacts were actually less than experienced with previous temporary usage of the building.

DEPARTMENT HEAD TRANSITION

The Town has 17 department heads and 13 division heads overseeing all municipal operations. When five department heads retire in a single year it is no small matter to continue operations, maintain interdepartmental cohesion, and conduct extensive recruitment/screening efforts to appoint the best possible successor leadership. With over 20% turnover in department head staff considerable experience and institutional memory leaves the organization.

However, with every challenge comes opportunity and in this instance the Town had no choice but to rise to the occasion to identify and select the best talent possible to carry on the continuous improvement that has been a longstanding hallmark of the Brookline Town Administration.

CHIEF ASSESSOR – On June 19 2007 the Board appointed Gary McCabe as Chief Assessor effective August 19, 2007. Mr. McCabe has widely recognized experience in governmental assessing and private appraisal practice. He had served in the City of Worcester Assessing Department for several years and subsequently led the Bureau of Accounts for the state Department of Revenue as its Director. Most recently he worked in private appraisal services, often functioning as a consultant to the state's larger municipalities. I very much want to thank the Screening Committee which worked with me in this transition providing invaluable assistance throughout, particularly with candidate recruitment:



Chief Assessor Gary McCabe

Selectmen
Board of Assessors
Deputy State Comptroller
Boston Assessor
Director of Assessment - Cambridge
Former Selectman - Attorney
Finance Director
Town Counsel
Human Resources Director
Town Administrator

Betsy DeWitt
Harold Petersen
Eric Berman
Ronald Rakow
Robert Reardon
Michael Merrill
Stephen Cirillo
Jennifer Dopazo
Sandra DeBow
Richard Kelliher



Fire Chief Peter Skerry

FIRE CHIEF - Deputy Chief Peter Skerry was promoted to Fire Chief by the Board of Selectmen on September 11, 2007. This is Chief Skerry's second tour as Chief, having held the position on an interim basis for a year in 2003-2004. Chief Skerry is a 29 year veteran of the fire service. He was appointed Captain in 1989 and Deputy in 2000. Chief Skerry was recommended from a pool of internal candidates with the assistance of the following Screening Committee members:

Fire Chief Screening Committee:

Selectmen	Robert Allen
Executive Office of Health and Human Services	
Director of Civil Rights and Equal Opportunity	Dean Denniston, Jr.
Boston Fire Administrative Services	Kathleen Kirleis
Cambridge Fire Chief	Gerald Reardon
Human Resource Board Chair	Kenneth Kurnos
Human Resources Director	Sandra DeBow
Town Administrator	Richard J. Kelliher

Recreation Director - On November 27, 2007 the Selectmen appointed Lisa Paradis as the Town's Recreation Director. Lisa was chosen from a candidate pool of over 50 applicants. She had served as Director of Recreation and Community Education for the Town of Littleton since 1993. Lisa brought many years of experience in a number of the key program areas offered by Brookline Recreation, especially swimming and early childhood. Again, the Town was well served by a Screening Committee who brought a wide ranging perspective to the process:



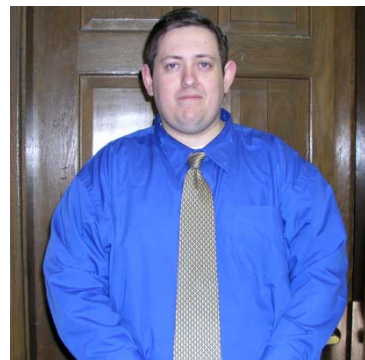
**Recreation Director
Lisa Paradis**

Selectman	Jesse Mermell
Boston Commissioner Park and Recreation	Toni Pollak
Director Needham Park and Recreation	Patricia Carey
Director Mass Recreation and Park Association	John Whalen
Advisory Committee	Michael Berger Chair
Park and Recreation Commission	John Bain
Vice Chair Park and Recreation Commission	Nancy O'Connor
Director Parks and Open Space	Erin Chute Gallentine
Superintendent of Schools	William Lupini
Town Administrator	Richard J. Kelliher

Director of IT Applications and Transportation Administrator - These are two key senior mid-management level positions for the Town. Feng Yang and Todd Kirrane were promoted into these positions respectively. Ms Yang had been the Director of the Town's nationally recognized GIS program, responsibility she will continue in her new capacity. Mr. Kirrane stepped into the Transportation role as the Town was grappling with several major initiatives including residential permit parking, commercial permit parking and a taxi medallion program. All indications are that the Town's interests will be well-served by his assumption of these duties.



Feng Yang, Director of IT (GIS) Applications



**Todd Kirrane
Transportation Administrator**

CONCLUSION

Finally, I want to express more than a word of gratitude to the Selectmen's Office staff. When something like the temporary relocation of Town Hall occurs, they as much as any unit in Town government are situated at "ground zero" so to speak. Inquiries increase many fold, more snafus must be untangled, more tensions calmed and so on. Led by Assistant to the Town Administrator Patty Parks the staff carried through these changes spectacularly. Working in a less than optimal environment: much more noise, tighter quarters, and occasionally primitive working conditions (lighting, heating/cooling, etc) – they pulled the Town Administration through what otherwise could have been a trying experience. In addition to Patty Parks I want to acknowledge the fine work of Brenda Costello, Kate MacGillivray and Sile Hurrie. Also, the professional expertise of Deputy Town Administrator Sean Cronin and Assistant Town Administrator Melissa Goff was indispensable during the budgetary transition and many of the other challenges that arose during 2007. I am grateful to them all!

TOWN MODERATOR

Edward (Sandy) Gadsby

As has been the case in recent years, this report will concentrate on the highlights of our two 2007 Town Meetings.

The main business of the May Annual Meeting, as usual, consisted of consideration of a \$188 million budget for fiscal year 2007-2008 as proposed by the Advisory Committee. There was considerable discussion about a \$16 million bonding appropriation for renovations to Town Hall, but this proposal eventually passed by an overwhelming vote, as did the entire budget. Town Meeting continued its tradition of setting precedents by adopting a by-law banning service by local restaurants of food containing artificial trans fats. In the same vein, Town Meeting asked the Selectmen to submit legislation tying auto excise taxes to fuel efficiency.

I kept careful track of Town Meeting Member (TMM) attendance and participation at this meeting, as I have during the past couple of Annual Meetings. Attendance remains high, between 80% and 90% most of the time, and participation in debate was widespread. During the course of the entire Annual Town Meeting we heard from around 100 TMMs, excluding members of the Board of Selectmen and Advisory Committee. This is encouraging news to those who worry about flagging citizen interest in Town government.

The Fall Town Meeting was dominated by regulatory issues, notably passage of a new graffiti by-law, the re-zoning of parts of the Coolidge Corner area, and a narrow defeat (by a rare tie vote) of a proposal for non-mandatory bicycle registration. A proposal to fund the implementation of electronic voting, which emanated from the work of a Moderator's Committee on alternative voting methods, failed by a wide margin. However, the obvious interest among many TMMs in the transparency of our votes prompted me to change our procedural rules so that individual TMM votes would be more likely to be recorded. Henceforth, 35 TMMs may require a vote by paper ballot, which has not been used in our Town Meeting within memory, and 35 (instead of 50) TMMs may require a roll call. In each case, the results of such votes will be maintained by the Town Clerk for public inspection.

I appointed one Moderator's Committee during the year to examine the issue of snow removal from our sidewalks, a subject of considerable interest in certain quarters. This Committee has already issued its final report, and we are grateful for the expeditious and diligent work of its members: Ronny Sydney (Chair), and Arthur Conquest, Tom DeMaio, Annette Gregson, Ryszard Kilarski, Dick Leary, Fred Levitan, Lois Martin and Josh Safer.

On behalf of the entire Town, I thank my appointed committees, the Committee on Town Organization and Structure, chaired by Jean Berg, and the Advisory Committee, under the leadership of its chairman Harry Bohrs and vice chair Neil Wishinsky, for their valuable contributions and hard work. These committees often labor in relative obscurity, but are of great importance to Town Meeting.

ADVISORY COMMITTEE

Harry K. Bohrs, Chair

Organization and Function

Massachusetts General Laws, Chapter 39, Section 16 states that "every town whose valuation for the purpose of apportioning state tax exceeds one million dollars shall, and any other town may, by by-law provide for the election or the appointment and duties of appropriation, advisory or finance committees, who shall consider any or all municipal questions...."

The Brookline Advisory Committee, in accordance with Town by-laws, shall consist of not fewer than 20 nor more than 30 established registered voters of the Town. At least one elected Town Meeting Member is appointed from each of the sixteen precincts, plus up to eight additional Town Meeting members and up to six members-at-large. This makes the Brookline Advisory Committee one of the largest of such

committees in the Commonwealth. The Brookline Advisory Committee is somewhat unique in that it functions not only as a Finance Committee, but also as an Advisory Committee. As such, it advises the Town through its recommendations to Town Meeting on all matters ranging from Town finances and re-zoning to capital projects and collective bargaining in order to meet the specific needs of the community. The Advisory Committee reports to Town Meeting with its written recommendations on such matters in the printed warrant that is mailed to all Town Meeting members. The Advisory Committee is the only authority that may approve transfers from the Reserve Fund, which is established to deal with unforeseen or emergency expenditures.

The Chair of the Advisory Committee appoints each member to serve on a subcommittee, working closely with members to determine which subcommittee will best suit their background and interest. The Chair selects a member from each subcommittee to serve as its Chair.



Advisory Committee

Below is a listing of current subcommittees with the areas to which each is responsible and its Chair:

Administration and Finance: Advisory Committee, Conditions of Appropriation, Debt and Interest, Finance, Information Technology, Selectmen, Town Clerk, and Unclassified. (Chaired by Stanley L. Spiegel)

Capital: Building, Capital Improvements Program, Public Works, and Recreation. (Chaired by Carla Benka)

Human Services: Council on Aging, Health, Human Relations-Youth Resources, Library, and Veterans' Services. (Chaired by Estelle Katz)

Personnel: Collective Bargaining, Human Resources, and Personnel Benefits. (Chaired by Neil Wishinsky)

Planning and Regulation: Legal Services, Planning and Community Development, Zoning. (Chaired by William Powell)

Public Safety: Police and Fire. (Chaired by Harry Bohrs)

Schools: (Chaired by Leonard Weiss)

2007 Issues

In 2007, the Advisory Committee considered a broad array of financial and other issues on behalf of Town Meeting. The Advisory Committee met 35 times to prepare its recommendations for the Annual Town Meeting and the Special Town Meeting. In addition, the subcommittees met 60 times to hold public hearings, which enabled both supporters and opponents of various issues to express their views. The subcommittees reported to the full Advisory Committee to allow the Advisory Committee to fully take into account public sentiment in its final decision-making process.

The Advisory Committee spent approximately three months crafting its version of the Town's FY08 Budget. From mid-February through mid-May, the full Committee met twice a week to hear and discuss subcommittee recommendations. The Committee listened to the requests and concerns of boards and commissions, Town officials and citizens, balanced these views, and prepared and submitted to Town Meeting a detailed budget recommendation in the form of the annual appropriation article.

During 2007 the Advisory Committee prepared and presented to Town Meeting comprehensive reports on a number of complicated warrant articles. Topics included regulation of valet parking, a measure to discourage the purchase of SUVs, graffiti prevention and control, the use of trans fat in Brookline food establishments, electronic voting at Town Meeting, and a variety of zoning issues.

Members served on a number of special committees including the Town Moderator's Committee on Sidewalk Snow Removal.

Members of the Advisory Committee actively participated on committees appointed by the Board of Selectmen to develop recommendations on a possible override, the Zoning By-Law, green technology, naming of Town property, the future of the Town Reservoir on Fisher Hill, and clean cars. Members also served on a number of design review committees and a number of standing Town committees including the Labor Advisory, Town/School Partnership, and Audit Committees.

Membership

Harry Bohrs was unanimously re-elected to serve as the Chairman of the Committee and Neil Wishinsky was unanimously re-elected to serve as Vice Chairman.

This past year we said goodbye to several of our members: Branch Harding, Roger Lipson, Ken Chin, and Sandy Spingarn. We extend our warmest appreciation for their thoughtful commitment to both our Committee and our community at large.

We also said goodbye to Robin Coyne who has served as our structural underpinning for the past decade. We wish her well in her new position with the Brookline School Committee. Taking the reins from Robin in 2007 was Michele Earley. Michele comes to us with a background in municipal finance and organization which will greatly support and enhance the work of the Committee.

In addition to Michele, we also welcome new Committee members Charles Baker and Michael Traistor.

The Advisory Committee will continue to work diligently on behalf of Town Meeting to carefully consider all matters that will impact the Town and make recommendations it considers to be in the best interest of the Town and all of its residents.

TOWN MEETING

Summary of Actions Taken Annual Town Meeting May 29, 2007

ARTICLE ONE

Appointment of Measurers of Wood and Bark. (Selectmen) A Motion of Favorable Action was Passed by a Majority Vote. A Motion of Favorable Action was Passed by a Majority Vote.

ARTICLE TWO

Approval of Collective Bargaining Agreements. (Human Resources) A Vote of No Action was Passed Unanimously.

ARTICLE THREE

Annual Authorization of Compensating Balance Agreements. (Treasurer/Collector) A Motion of Favorable Action was Passed by a Unanimous Vote. A Motion of Favorable Action was Passed by a Unanimous Vote.

ARTICLE FOUR

Report on the Close-out of Special Appropriations/Bond Authorization Rescission. (Selectmen) A Motion of Favorable Action to Reduce and Rescind a Bond Authorization for the Larz Anderson Skating Rink, in the amount of \$260,000, was Passed by a Unanimous Vote.

ARTICLE FIVE

Approval of Unpaid Bills of a Prior Fiscal Year. (Selectmen) A Motion of Favorable Action to pay an unpaid bill, in the amount of \$300, was Passed by a Counted Vote of 194 In Favor and 0 Opposed.

ARTICLE SIX

Acceptance of Legislation to Increase Property Tax Exemptions. (Assessors) A Motion of Favorable Action was Passed by a Unanimous Vote.

ARTICLE SEVEN

Annual Appropriations Article. (Selectmen) A motion of Favorable Action, to approve the FY2008 budget with total appropriated

expenditures of \$188,227, 842, was passed, as amended, by a Counted Vote of 179 In Favor and 1 Opposed.

ARTICLE EIGHT

To allow the Town to Fund Five Engine Companies, Two Ladder Companies. (Petition of John Canney) A Vote of No Action was Passed Unanimously.

ARTICLE NINE

Amendment to the Zoning Map – rezoning of an area of Clyde and Dale Street from L-0.5 to T-5. (Director of Planning and Community Development) A Motion of Favorable Action was Passed by a Counted Vote of 175 In Favor and 3 Opposed.

ARTICLE TEN

Amendment to Section 8.03 of the Zoning By-Law – Rebuilding after Catastrophe – permission to rebuild nonconforming building/uses after catastrophe. (Director of Planning and Community Development). A Motion of Favorable Action was Passed, as amended, by a Counted Vote of 177 In Favor and 2 Opposed.

ARTICLE ELEVEN

Amendments to the Zoning Map and the Zoning By-Law – creation of a new F (“Three-Family”) zoning district. (Director of Planning and Community Development) A Motion of Favorable Action was Passed by a Counted Vote of 175 In Favor and 2 Opposed.

ARTICLE TWELVE

Vote to accept an Easement at 150 Princeton Road. (Commissioner of Public Works) A Motion to Refer the Subject matter under Article 12 to the Fall Town Meeting was Passed by a Counted Vote of 211 In Favor and 4 Opposed.

ARTICLE THIRTEEN

Renewal of Lease Agreements for Town-Owned Rental Properties. (Selectmen) A Motion of Favorable Action was Passed by a Unanimous Vote.

ARTICLE FOURTEEN

Extension of Worker's Compensation for Employees on the Department Head and Mid-Management Technical and Professional Classification Plans. (Director of Human Resources) A Vote of No Action was Passed by a Majority.

ARTICLE FIFTEEN

Legislation to Amend Chapter 367 of the Acts of 1974 – authorization for the Board of Selectmen to adopt a valet parking permit program. (Selectmen) A Vote of No Action was Passed Unanimously.

ARTICLE SIXTEEN

Legislation Authorizing the Town to Assess SUV's, Light Trucks and Other Passenger Vehicles not Considered Passenger Cars at Higher Rates than More Fuel Efficient Passenger Cars. (Petition of Andrew M. Fischer) A Resolution Relative to Tax Disincentives to the Future Purchase of SUV's was Passed, as amended, by a Counted Vote of 173 In Favor and 27 Opposed.

ARTICLE SEVENTEEN

Amendment to Section 2.1.1 of the Town's By-Laws – Advisory Committee Appointment of Members – increase the number of at-large members. (Selectmen) A Motion of Favorable Action was Passed by a Counted Vote of 185 In Favor and 16 Opposed.

ARTICLE EIGHTEEN

Amendment to Article 3.7 of the Town By-Laws – Building Commission – “green technology” analysis. (Selectmen) A Motion of Favorable Action was Passed by a Unanimous Vote.

ARTICLE NINETEEN

Amendment to Article 7.7 of the Town's By-Laws – Removal of Snow and Ice from Sidewalks – make the Town responsible for plowing and sanding sidewalks in residential districts. (Petition of Seymour A. Ziskend) A Motion to refer the subject matter under Article 19 to a Moderator's Committee to report to the Board of Selectmen by December 1, 2007, was Passed

by a Counted Vote of 204 In Favor and 2 Opposed.

ARTICLE TWENTY

Amendment to Section 8.5.9 of the Town's By-Laws – Defacing Property – preventing and controlling graffiti (tagging) on private and public property. (Selectmen) A Motion, to refer Article 20 to the Selectmen's Committee on Graffiti to propose a revised article for the Fall Town Meeting, was Passed by a Counted Vote of 114 In Favor and 80 Opposed.

ARTICLE TWENTY-ONE

Amendment to the Town's By-Laws – creation of a new Article 8.28 – Restriction on Use of Artificial Trans Fat. (Petition of Anita Johnson) A Motion of Favorable Action was Passed by a Counted Vote of 194 In Favor and 11 Opposed.

ARTICLE TWENTY-TWO

Amendment to the Town's By-Laws – creation of a new Article 8.28 – Public Health Immunizations. (Petition of Susan Allen) A Motion of Favorable Action was Defeated by a Counted Vote 1 In Favor and 160 Opposed.

ARTICLE TWENTY-THREE

Reports of Town Officers and Committee. (Selectmen) Reports were heard from the Noise By-Law Committee, the Audit Committee, the Housing Advisory Board, Zoning By-Law Committee and the Moderator's Committee on Voting Technology for Town Meeting.

Special Town Meeting November 13, 2007

ARTICLE ONE

Approval of unpaid bills. (Selectmen) Favorable Action, to authorize payment for three unpaid bills in the amount of \$32,722.27, was Passed by a Unanimous Vote.

ARTICLE TWO

Approval of collective bargaining agreements. (Human Resources Director) A Vote of No Action was Passed Unanimously.

ARTICLE THREE

FY2008 Budget Amendments. (Selectmen) A Motion of Favorable Action was Passed by a Unanimous Vote.

ARTICLE FOUR

Elimination of the Refuse Fee. (Petition of Stanley Wayne) A Motion of Favorable Action was Defeated by a Counted Vote of 10 In Favor and 177 Opposed.

ARTICLE FIVE

Amendment to Section 3.5.3 of the Town By-Laws – General Responsibilities (Audit Committee) – reports to Town Meeting. (Petition of Stanley Wayne) A Vote of No Action was Passed Unanimously.

ARTICLE SIX

Amendment to the Town By-Laws – establish a new section 3.21 – Readily Accessible Electronic Meeting Notices, Agendas and Minutes. (Petition of Martin Rosenthal) A Motion of Favorable Action was Passed by a Counted Vote of 184 In Favor and 4 Opposed.

ARTICLE SEVEN

Amendment to Section 8.5.9 of the Town's By-laws – Defacing Property – preventing and controlling graffiti (tagging) on private and public property. (Selectmen) A Motion of Favorable Action was Passed by a Counted Vote of 174 In Favor and 12 Opposed.

ARTICLE EIGHT

Amendment to the Town By-Laws – establish a new Article 8.28 – Mandatory Bicycle Registration. (Petition of Seymour Ziskend) A Motion of Favorable Action was Defeated by a Counted Vote of 91 In Favor and 91 Opposed.

ARTICLE NINE

Amendment to the Town By-Laws – establish a new Article 8.29 – Foundation Permits. (Petition of Frederick Lebow) A No Action Vote was Passed by a Majority.

ARTICLE TEN

Amendment to the Town By-Laws – establish a new Article 9.2 – Coolidge Corner District Council. (Petition of Patricia Connors) A Motion, to refer the subject matter of Article 10 to the Committee on Town Organization and Structure for further study, was Passed by a Counted Vote of 99 In Favor and 95 Opposed.

ARTICLE ELEVEN

Amendment to the Zoning Map – proposed F-1.0 Zone additions. (Director of Planning and Community Development) Motions for Favorable Action on all affected properties were Passed by various votes of not less than two-thirds.

ARTICLE TWELVE

Amendment to the Zoning Map and the Zoning By-Law – Coolidge Corner Design Overlay District – requiring design review of building demolition within the District. (Director of Planning and Community Development) A Motion of Favorable Action was Passed, as amended, by a Two-Thirds Vote.

ARTICLE THIRTEEN

Amendment to Section 4.07 of the Zoning By-Law – Principal Use 5 and Dimensional Table – limits the development of town-houses in T zones. (Director of Planning and Community Development) A Motion of Favorable Action was Passed by a Counted Vote 196 In Favor and 5 Opposed.

ARTICLE FOURTEEN

Amendment to Section 5.21 of the Zoning By-Law – Exceptions to Maximum Floor Area Ratio Regulations (Public Benefit Incentives) – modifications to calculations of public benefits. (Director of Planning and Community Development) A Motion of Favorable Action was Passed by a Counted Vote of 194 In Favor and 4 Opposed, with 1 Abstention.

ARTICLE FIFTEEN

To Authorize the Selectmen to Convey a Parcel of Land Adjacent to Kerrigan Place and to Accept a Parcel of Land Adjacent to Davis Path, Both Conveyances Being Made Upon Certain

Terms and Conditions. (Petition of Karl Neubauer) A Motion of Favorable Action was Passed by a Two-Thirds Vote.

ARTICLE SIXTEEN

Legislation to Authorize a 30-Year Lease of 86 Monmouth Street to the Brookline Arts Center. (Petition of Marilyn Berliner) A Motion of Favorable Action was Passed by a Unanimous Vote.

ARTICLE SEVENTEEN

Legislation Providing for a Zoning Enforcement Officer. (Petition of A. Joseph Ross) A No Action Vote was Passed Unanimously.

ARTICLE EIGHTEEN

Legislation to Amend Chapter 317 of the Acts of 1974 – authorization to clarify the Transportation Board's Authority to regulate valet parking. (Selectmen) A Motion of Favorable Action was Passed by a Unanimous Vote.

ARTICLE NINETEEN

To Re-name the "Brookline Golf Club at Putterham Meadows" the "Robert T. Lynch Municipal Golf Course at Putterham Meadows". (Naming Committee) A Motion of Favorable Action was Passed by a Unanimous Vote.

ARTICLE TWENTY

Resolution on Electronic Voting at Town Meeting (Petition of Frank Caro) A Motion of Favorable Action was Defeated by a Counted Vote of 54 In Favor and 106 Opposed, with 1 Abstention.

ARTICLE TWENTY-ONE

Resolution to Establish a Committee to Study the Taking of Certain Land Adjacent to the Hoar Sanctuary. (Petition of Kenneth Kurnos) A Motion to refer the subject matter of Article 21 to the Selectmen's Committee on Sanctuaries, was Passed by a Unanimous Vote.

ARTICLE TWENTY-TWO

Resolution to Support Tax Exemptions and Incentives Legislation for Certain Property Owners Using Wind and Solar Power. (Petition of Hugh Mattison) A Motion of Favorable Action was Passed by a Counted Vote of 162 In Favor and 3 Opposed, with 1 Abstention.

ARTICLE TWENTY-THREE

Resolution to Support Statewide Legislation to Encourage the Purchase of Fuel-Efficient Vehicles. (Petition of Donald Weitzman) A Motion of Favorable Action was Passed by a Counted Vote of 159 In Favor and 1 Opposed.

ARTICLE TWENTY-FOUR

Reports of Town Officers and Committees. (Selectmen) A Report was heard from the Brookline Conservation Commission on Article 12 of the 2007 Annual Town Meeting.

2007 TOWN MEETING ATTENDANCE			
Precinct	Name	Eligible	Attended
15	Alexanderian, Edwin	6	6
05	Allen, Richard E.	6	5
AL	Allen, Robert L.	6	6
03	Alvarado, Matthew James	6	6
15	Ames, Mariela	6	6
01	Ames, Peter J.	6	6
06	Anderson, Catherine C.	6	6
15	Andreadis, Anthony T.	6	6
10	Arnfeld, Lorraine N.	6	3
04	Axelrod, Sarah T.	6	6
11	Bain, Dixon	6	5
09	Bart, Eleanor J.	6	2
16	Basile, Beverly A.	6	6
15	Basile, Robert W.	6	6
06	Bassett, John	6	5
13	Benka, Carla Wyman	6	5
13	Benka, Richard W.	6	6
16	Berger, Eileen Connell	6	6
16	Berger, Michael	6	6
09	Birnbaum, Benjamin	6	3
13	Blood, Roger F.	6	6
03	Bohrs, Harry K.	6	6
04	Brickman, Edith R.	6	6
13	Brooks, Deborah G.	6	5
12	Brown, Catherine P.	6	5
09	Burstein, Michael A.	6	6
08	Caro, Carol B.	6	6
08	Caro, Francis G.	6	6
01	Cavell, Cathleen C.	6	6
02	Chin, Kenneth W.	6	5
03	Christian, John L.	6	6
01	Clouse, Melvin E.	6	5
12	Cohen, Bruce B.	6	6
07	Cohen, Susan F.	6	6
03	Connors, Patricia	6	6
06	Conquest III, Arthur Wellington	6	6
01	Cook, Ernest	6	6
12	Cooke-Childs, Lee	6	5
04	Cooper, Ingrid E.	6	5
12	Cotney, David James	6	3
10	Coughlin, William J.	6	6
05	Craig-Olins, Elizabeth	6	3
12	Cunha, Glenn Alan	6	6
02	Daisy, Stephen R.	6	6
AL	Daly, Nancy A.	6	6
05	Daves, Robert S.	6	6
10	Davis, Jonathan H.	6	6
10	Davis, Linda M.	6	6
11	de Fougérolles, Paula	6	5
14	Dean, Linda C.	6	3

Precinct	Name	Eligible	Attended
05	DeVries, Robert H.	6	6
03	Dewart, Mary D.	6	6
03	Dewart, Murray	6	6
AL	DeWitt, Betsy	6	6
05	DeWitt, Dennis J.	6	6
11	Ditkoff, Joseph M.	6	6
15	Dow, Joseph Sheffield	6	6
01	Downes, Sherrell B.	6	4
11	Dryfoos, Paul R.	6	4
07	Ellis, Susan P.	6	6
05	Elwertowski, Thomas C.	6	6
04	Farlow, Frank W.	6	6
04	Farlow, Martha A.	6	6
07	Feinman, Marvin A.	6	6
13	Fine, Jonathan S.	6	6
13	Fischer, Andrew	6	6
14	Fishman, Gill	6	6
10	Fraenkel, Dan G.	6	4
16	Frawley, Regina M.	6	6
08	Friedman, Franklin	6	6
14	Friedman, Harry K.	6	6
16	Friedman, James E.	6	6
14	Friedman, Paula K.	6	5
02	Friedman, Robin	6	2
AL	Gadsby, Edward (Sandy)	6	6
16	Gallitano, Thomas J.	6	6
03	Geist, Kathe Sternbach	6	6
09	Geller, Joseph T.	6	6
15	Geller, Marvin N.	6	2
04	Gerdts, Nadine	6	6
07	Giller, Phyllis D.	6	5
16	Gladstone, Scott C.	6	6
16	Goldberg, Susan J.	6	5
08	Golden, Jack	6	6
08	Goldstein, David-Marc	6	6
07	Goldstein, Elizabeth (Betty)	6	6
14	Goldstein, Kenneth M.	6	6
12	Grand, Jonathan H.	6	6
07	Greene, Bernard W.	6	5
12	Greenfield, Stefanie Ann	3	3
14	Gregson, Annette	6	6
05	Gross, Betsy Shure	6	6
15	Guzelian, Nancy Diane	6	5
15	Hall, John L.	6	2
07	Hardebeck, Kelly	6	6
04	Harrington, Kevin	6	6
05	Harris, Mary J.	6	6
08	Heller, Nancy S.	6	6
10	Henry, Wendy	6	1
01	Higgins, Thomas T.	6	2
11	Hinds, Isabella	6	6

Precinct	Name	Eligible	Attended
08	Hofeller, Edward D.	6	4
11	Homer, Joanne P.	6	5
13	Hoy, Francis Charlton	6	6
AL	Hoy, Gilbert R.	6	6
08	Johnson, Anita L.	6	6
01	Johnson, Emily Winn	6	6
14	Johnson, Georgia M.	6	6
16	Jonas, Alisa G.	6	6
03	Jones, Gary D.	6	5
09	Jozwicki, Barr A.	6	6
09	Jozwicki, Joyce	6	6
16	Jurich, Joseph G.	6	6
02	Kahl, Christopher A.	6	6
15	Kahn, Janice S.	6	6
13	Kaplan, Ruth L.	6	4
07	Katz, Estelle	6	5
07	Katz, Pauline Ponnice	6	6
12	Klafter, David B.	6	5
11	Knable, Bobbie M.	6	5
10	Koch, Christopher A.	6	4
16	Koocher, Gerald P.	6	4
11	Kowall Miriam Pearl	6	4
09	Lang, Kevin E.	6	5
06	LaPlante, Virginia W.	6	3
14	Levitan, Fred	6	6
02	Lianides-Chin, Barbara A.	6	5
01	Lieff, Karen D.	6	6
11	Lindquist, Gwen Pritchard	6	6
14	Lipson, Roger R.	6	6
06	Liss, Kenneth Marc	6	6
02	Liss, Lisa E.	6	6
14	Lodish, Pamela C.	6	6
13	Lohe, Werner	6	6
11	MacDonald, Bradley A.	6	6
03	Madden, Nancy F.	6	5
07	Margolis, Jonathan	3	3
03	Martin, Lois J.	6	6
02	Mason, Judith E.	6	4
05	Mattison, Hugh	6	6
13	Maynard, J. Michael	6	6
12	McAvoy, Maura M.	6	6
04	McCarrell, Sharon L.	6	5
02	McNally, Rita K.	6	5
05	Meiklejohn, D. Randolph	6	6
AL	Mermell, Jesse R.	6	6
14	Merrill, Chou Chou	6	6
14	Merrill, Michael W.	6	5
12	Meyers, Judy	6	6
14	Mittel, Shaari S.	6	6
09	Moore, Bruce	6	5
01	Morse, Stephen R.	6	6

Precinct	Name	Eligible	Attended
15	Mueller, Karen Weltchek	6	5
04	Mulhane, John T.	6	6
16	Murphy, Robert W.	6	2
15	Nangle, Richard	6	2
07	Novick, Emily	6	6
12	Oates, Michael F.	6	6
02	O'Brien, Barbara A.	6	6
06	O'Donnell, Kerry	6	4
05	O'Leary, Phyllis R.	6	5
05	Olins, Andrew M.	6	5
04	O'Neal, Donelle S.	6	6
10	Ostrower, Jonathan A.	6	3
06	Parker, Gerald S.	6	3
09	Powell, William B.	6	6
06	Pratt-Otto, Stephen G.	6	4
09	Rabinovitz, Stanley N.	6	6
09	Radlo, Shirley	6	2
08	Ravitz, Randall Evan	6	6
12	Reed, Thomas A.	6	6
02	Richmond, Edward L.	6	6
01	Robbins, Michael	6	6
04	Robinson, Joseph E.	6	3
04	Robinson, Thomas C.	6	0
08	Roll, Evelyn Ayash	6	5
09	Rosenstein, Harriet	6	4
09	Rosenthal, Martin R.	6	6
12	Ross, A. Joseph	6	6
15	Rourke Jr., James C.	6	5
15	Rudman, Deborah D.	6	6
07	Sable, Sloan K.	6	6
15	Sadeghi-Nejad, Ab	6	6
06	Sadow, Jerome	6	4
16	Safer, Joshua D.	6	6
13	Saner, Paul S.	6	5
08	Schaff, Glen D.	6	6
06	Schectman, Amy N.	6	4
13	Schnoor, Roberta K.	6	6
01	Schram, Robert L.	6	6
08	Scotto, Barbara C.	6	5
16	Selib, Michael S.	6	3
05	Senator, Susan	6	4
13	Senecal, Barbara M.	6	6
08	Senturia, Margaret (Peg)	6	6
03	Shapiro, Gregg David	6	5
11	Shield, Joel D.	6	6
07	Shon-Baker, Rita S.	6	6
11	Sidor, Monica	6	6
09	Simansky, Harold Mark	6	6
10	Skagestad, Finn Peter	6	6
12	Slotnick, William E.	6	6
01	Slover, Loretta	6	3

Precinct	Name	Eligible	Attended
AL	Smizik, Hon. Frank Israel	6	5
06	Sneider, Ruthann	6	6
06	Sperber, Edith W.	6	3
06	Sperber, Robert I.	6	3
02	Spiegel, Diana Lees	6	6
08	Spiegel, Samuel	6	6
02	Spiegel, Stanley L.	6	6
10	Spingarn, Alexandra "Sandy"	6	4
14	Spunt, Palma Zordan	6	6
02	Standish, Lorraine (Lonnie)	6	5
10	Stern, Benjamin	6	2
08	Stock, Sara	6	4
03	Stone, Rebecca E.	6	6
03	Sullivan, Joanne M.	6	2
09	Swartz, Charles	6	6
07	Swartz, Sally	6	6
10	Sydney, Ronny M.	6	5
04	Taylor, Melinda A.	6	6
11	Tolkoff, Josh	6	6
03	Trachtenberg, Myra R.	6	5
10	Traister, Michael S.	6	5
04	Trietsch, David M.	6	5
14	Union, Lauri E.	6	6
13	VanScoyoc, John R.	6	6
01	Vitolo, Thomas John	6	6
05	von Krusenstiern, Lenore K.	6	6
03	Wadleigh, Jonathan N.	6	6
AL	Ward, Patrick J.	6	6
13	Warner, Donald A.	6	6
06	Warren, Henry B.	6	6
11	Wayne, Stanley	6	4
10	Weinberg, Sidney	6	4
01	Weisel, Laura	6	6
12	Weitzman, Donald C.	6	5
11	Wenc, Karen	6	6
06	Westphal, Christine M.	6	6
16	Wheeler, Richard H.	6	3
15	Wheeler, William Morton	6	3
04	Winter, Frances J.	6	1
02	Wise, Raymond F., Jr.	6	5
05	Wishinsky, Neil A.	6	6
02	Wolff, Bruce	6	4
01	Zelnick, Pamela S.	6	6
07	Ziskend, Seymour A.	6	6
10	Zuker, Molly Gross	6	5

RESOLUTIONS PASSED IN 2007

1. A Resolution by the Town of Brookline To Support Tax Exemptions and Incentives Legislation for Certain Property Owners Using Wind and Solar Power

WHEREAS, tax exemptions are a well used and successful means to encourage individual actions that will benefit the entire community, state, and society as a whole;

WHEREAS, it is necessary under the Massachusetts Constitution and Massachusetts General Laws for the state to permit a community to adopt a local option to accept tax exemptions for certain homeowners;

WHEREAS, the purpose of this credit or exemption would be to benefit society because of the resulting reduction in reliance on carbon fuels such as coal, oil and gas which harm our climate and our environment;

RESOLVE, that the Town of Brookline is committed to supporting the use of alternative energy sources and encourages the Board of Selectmen to promote such policies locally and to contact Brookline's State Representatives to encourage state-wide legislation giving Brookline and other municipalities a local option to provide certain real estate tax exemptions and/or credits for property owners installing solar or wind-powered devices.

2. A Resolution Supporting Statewide Legislation to Encourage the Purchase of Fuel-Efficient Vehicles

RESOLVE: That the Town supports the filing of the following general legislation to encourage the purchase of fuel-efficient vehicles and discourage the purchase of fuel-inefficient vehicles:

AN ACT to promote the REDUCTION OF GREEN HOUSE GAS EMISSIONS AND TO REDUCE THE USE OF FOSSIL FUELS FOR VEHICLES in the Commonwealth

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

SECTION 6. Chapter 25A of the General Laws is hereby amended by inserting after Section 12 the following new section:

SECTION 13. Clean Vehicle Incentive Program

One. Definitions: For the purposes of this chapter the following words shall have the following meanings:

(a) "Carbon dioxide equivalent" means a metric, as determined by the Executive Office of Energy and Environmental Affairs (EOEEA), used to compare or identify the emissions from various greenhouse gases based upon their global warming potential derived by multiplying the tons of the gas by the associated global warming potential.

(b) "Global Warming Potential" means a measure of the relative radiative effect of a given substance compared to carbon dioxide, integrated over a time horizon of 100 years, as determined by the most recent Assessment Report from the United Nations Intergovernmental Panel on Climate Change.

(c) "Greenhouse gas factor" means a percentage, as determined by EOEEA, assigned to carbon dioxide equivalent emissions per mile from a motor vehicle. At the discretion of the EOEEA, this may be expressed in percentage divided by grams of carbon dioxide equivalent per mile (%/g CO₂ - eq/mi).

(d) "Greenhouse gases" means carbon dioxide, hydrofluorocarbons, methane, oxides of nitrogen, perfluorocarbons, and sulfur hexafluoride, and any other gases that the EOEEA determines contributes significantly to global warming.

(e) "Motor vehicle" and "vehicle" means a passenger vehicle, light-duty truck, or any other vehicle that is required to be registered under Chapter 90 Section 2 of the General Laws.

(f) "Program" means the Clean Vehicle Incentive Program established pursuant to this act.

(g) "Zero band" means that portion of a linear scale of rebates and surcharges in which vehicles are assigned neither a rebate nor a surcharge.

Two. No later than July 1, 2009, the EOEEA, in consultation with those other agencies that it determines are appropriate, shall adopt regulations to create and implement a clean vehicle incentive program as described in this act and thereafter it shall administer this program.

(a) The regulations shall establish a schedule of clean vehicle rebates and emissions surcharges for all new motor vehicles sold after July 1, 2010.

(b) The schedule of rebates and surcharges shall take effect July 1, 2010, and shall apply to motor vehicles with the 2011 model year and each model year thereafter.

Three. The EOEEA shall calculate, using a linear scale, the rebate or surcharge to be applied to any motor vehicle subject to the program based on the vehicle's emissions of greenhouse gases, compared to the greenhouse gas emissions of all vehicles of the same model year that are subject to the program. To calculate the rebate or surcharge, as a percentage of the Manufacturer's Suggested Retail Price (MSRP), the EOEEA shall determine the difference between a motor vehicle's emissions of greenhouse gases, and the average emissions of greenhouse gases of all vehicles subject to the program, for a given model year. The difference identified for each vehicle based on emissions of greenhouse gases shall be multiplied by a greenhouse gas factor, to determine the rebate or surcharge percentage attributed to emissions of greenhouse gases. This percentage shall be multiplied by the vehicle's MSRP to determine the value of the rebate or surcharge. Based on these calculations the EOEEA shall assign a rebate or surcharge to every motor vehicle subject to this program that reflects its relative emissions of greenhouse gases, compared to all vehicles for the same model year that are subject to the program, and subject to all of the following:

(a) The EOEEA shall establish a zero band that includes the midpoint of the linear scale and includes not less than 20 percent, nor more than 25 percent, of the fleet of a given model year. Motor vehicles that fall within the zero band shall not be assigned a rebate or a surcharge. The zero band shall be designed, placed, and adjusted along the linear scale to ensure that vehicle buyers continue to have a variety of choices among multiple vehicle types, including light trucks, that are not assigned a surcharge.

(b) The schedule of rebates and surcharges shall be designed to ensure that the program will be self-financing and will generate adequate revenues to do all the following:

(1) Fund the cost of all rebates and surcharge refunds associated with the program.

(2) Fund all administrative costs associated with the program.

(3) Provide for a reserve within the program equal to approximately 15 percent of estimated rebates to ensure the account, to the extent possible, will have a positive balance at the end of each fiscal year.

(c) Once the schedule of rebates and surcharges are set for vehicles in a specified model year, the schedule may be adjusted no more than once per model year to meet the requirements of this section. Any adjustments pursuant to this section shall become operative on the first day of the first month that commences at least 90 days after the EOEEA formally adopts the adjustment to the schedule.

(d) The EOEEA shall make annual adjustments to the schedule of surcharges and rebates, and the placement of the zero band, based on recent and anticipated changes in motor vehicle sales to ensure that the program continues to generate adequate revenues to meet the requirements of this section.

(e) The schedule of rebates and surcharges, as adjusted annually, shall take effect no earlier than July 1 of each subsequent year, and be applied to new vehicles of the next model year accordingly.

(f) The maximum rebate and surcharge shall be 10%.

Four. The rebates and surcharges adopted under this section by the EOEEA shall be assigned to the price of the motor vehicle after applicable taxes have been added. Sales taxes shall not have an effect on the assigned rebate or surcharge. Any Massachusetts resident who purchases a new motor vehicle at a retail sale in Massachusetts shall receive a clean vehicle rebate for the purchase on or after July 1, 2010, of a new motor vehicle of model year 2011 or later, determined by the EOEEA to be eligible for a rebate in the amount assigned by the EOEEA pursuant to regulations adopted under this act.

(a) The dealer shall clearly display on the vehicle the amount of the rebate or fee owed, and indicate the amount on the purchase receipt and sales contract or lease agreement as applicable for each vehicle available for sale or lease at the dealership.

(b) In order to receive the rebate, the motor vehicle owner shall file a claim through the dealer at the time of purchase.

(c) The dealer shall facilitate and accept these claims from the new motor vehicle owner and shall submit these claims to the Registry of Motor Vehicles (RMV) on a form prescribed by the EOEEA.

(d) Any Massachusetts resident who purchases a new motor vehicle outside of the state that would otherwise have been subject to an emissions surcharge shall pay the surcharge when the resident returns to Massachusetts with the vehicle within 90 days and registers or is required to register the motor vehicle.

(e) The surcharge shall be paid to the RMV at the time of the vehicle's initial registration. The EOEEA and the RMV shall cooperate to develop procedures to implement the Program.

(f) Vehicles purchased outside of Massachusetts shall not be eligible for a rebate.

(g) Any Massachusetts resident who leases from a dealer a new motor vehicle, otherwise subject to an emissions surcharge, for a term of one year or more, shall be assessed and shall pay the surcharge, but may amortize the surcharge over the life of the lease. Any Massachusetts resident who leases from a dealer a new motor vehicle, otherwise subject to a rebate, for a term of one year or more shall qualify for and receive the rebate.

(h) The RMV shall collect all surcharges and pay all rebates assessed under this section.

(i) Not later than May 1, 2010, the EOEEA shall make available to the public the schedule of rebates and surcharges applicable in the fiscal year following their publication. The updated schedule shall be made available to the public at the time when it is updated.

(j) The EOEEA shall disseminate information to dealers and consumers about the program.

(k) The EOEEA may regularly collect adequate data from motor vehicle manufacturers to calculate a vehicle's emissions of greenhouse gases to carry out the provisions of this act. This act does not require the board to conduct additional vehicle testing to make the determinations required by this act.

(l) In adopting regulations pursuant to this section, the EOEEA shall determine a manner to account for vehicles that run on an alternative fuel.

**SUMMARY OF RESOLUTIONS ADOPTED BY TOWN MEETING
REQUIRING ACTION BY THE SELECTMEN OR DEPARTMENTS**

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
May '01 Annual	20	Calls on the Great and General Court to support statewide legislation banning the use of cellular telephones while operating a motor vehicle.	The Resolution was sent to the Court, Governor, Attorney General, Executive Office of Public Safety, Boards of Selectmen, and Mayors.
May '01 Annual	22	Calls on the Town's Preservation Commission to investigate the designation of the St. Aidan's Church property as an historic district.	The Preservation Commission conducted its investigation and recommended the establishment of a St. Aidan's Historic District.
May '01 Annual	23	Supports the abolition of the death penalty and the passage of the Innocence Protection Act.	The Resolution was sent to death penalty abolition leaders, the Governor, the Town's legislative delegation, and President of the U.S.
Nov. '01 Special	16	Calls on the General Court to adopt legislation requiring all school buses to be fitted with three-point lap and shoulder restraints by July, 2003. Also, calls upon the Town's representatives in such matters to research and arrange compliance.	Copies of the Resolution were sent to each member of Brookline's legislative delegation asking that it be brought to the attention of the Ways and Means Committee and other appropriate legislative bodies and officials.
May '02 Annual	13	Calls on the Town's Zoning By-Law Commission to conduct an investigation into "Mansionization".	Referred to the Zoning By-Law Commission for Review.
Nov. '02 Special	21	Calls for a Selectmen's Committee to investigate the Town's options regarding the elimination of overhead wiring along public streets.	The Committee reported its findings to the 2003 ATM, and filed a warrant article for 2004 ATM, which received a No Action vote.
Nov. '02 Special	1	Supports the opposition of any U.S. attack on Iraq and requests that the Board of Selectmen transmit this resolution to our congressional delegation.	Copies of the resolution were sent to the Town's legislative delegation and Federal representatives.
May '03 Annual	16	Calls on the Comp Plan Committee to consider the use of tax policies to enhance the Town's commercial tax base. Calls upon the legislative delegation to file a bill to review the state's tax classification limit and small business exemption.	The Comprehensive Plan Committee review included consideration of tax policies. Copies of the Resolution were sent to Brookline's legislative delegation asking that it be filed as a bill.
May '03 Annual	17	Seeks the revocation and elimination of provisions of the USA PATRIOT Act, the Homeland Security Act, and other Executive Orders that are deemed to diminish civil liberties.	Resolution was posted in public places and sent to the Norfolk County D.A., State Police, Town's legislative delegation, State Attorney General, Governor, local U.S. Attorney, the U.S. Attorney General, and President of the U.S.
Nov. '04 Special	6	Requests the continuation of the Advisory Committee on Focused Residential Picketing, with further investigation related to the Focused Residence Picketing By-Law.	The sunset date of the By-Law was extended to June 30, 2006. The Committee will be continuing its work and reporting to a future Town Meeting.
Nov. '04 Special	9	Requests the Building Department to provide homeowner applicants for a building permit information describing the homeowner's rights under the Home Improvement Contractor Law.	Building staff distribute information from the State Office of Consumer Affairs to homeowners at on-site inspections. Information is available at the Building Dept. at Town Hall (3 rd Floor).
Nov. '04 Special	21	Calls upon the Transportation Board to implement a Resident Parking Permit Program within six months; provide for resident Parking Permits as petitioned; report to Town Meeting in one year.	A Town-wide Resident Parking Permit Program was endorsed by both the Transportation Board and the Board of Selectmen. The program was implemented on August 1, 2007.
May '05 Annual	25	Calls for children's welfare organizations to be informed and for Town groups to explore raising awareness about corporal punishment of children.	The resolution was widely publicized.
Nov. '05 Special	27	Calls upon the Selectmen and Transportation Board to review the Town's 2-hour parking ban.	A trial parking program was initiated by the Transportation Board in the fall of 2005.
Nov. '05 Special	28	Requests that the Town's legislative delegation co-sponsor and support legislation prohibiting eminent domain taking for economic development.	Copies of the resolution were sent to the Town's legislative delegation.
Nov. '05 Special	29	Supports the construction and implementation of a plan to withdraw troops from Iraq.	Copies of the resolution were sent to the Town's legislative delegation and Federal representatives.

TOWN MTG.	ART #	RESOLUTION SUMMARY	ACTIONS TAKEN
May '06 Annual	30	Supports the improvement of the Gateway East Area.	The Town continues to support the Village Square Project (formerly called Gateway East). Design plans are currently underway.
May '06 Annual	31	Urges our Representative in Congress to introduce and/or support a resolution impeaching President George W. Bush.	Copies of this resolution to all members of the Massachusetts Congressional Delegation within two weeks of its adoption.
Nov. '06 Special	26	Reaffirms the Town's commitment as a Sanctuary Town, endorses the platform of the Keep Our Families Together Campaign, calls upon the U.S. Department of Homeland Security and U.S. Immigration and Customs Enforcement to issue a moratorium on immigration raids until Congress comes to an agreement on comprehensive immigration reform and urges the U.S. Senate to defeat HR 4437 and urges the President to veto any such legislation.	A copy of this resolution was sent to the Massachusetts Congressional delegation and to the President of the U.S.
Nov. '06 Special	27	Expresses its support for an Elementary World Language Program, and further, encourages the School Committee to create a plan for the implementation of a world language program in grades K-6 and to work with the Board of Selectmen to ensure funding of said program.	The World Language Advisory Committee completed an implementation report in the fall of 2007. The proposal has also been included in the Override Study Committee discussions and, ultimately, the specific question regarding adding elementary world language at all schools as question #2 on the May 6, 2008 override ballot.
Nov. '06 Special	28	Urges that at least 50% of Town committee meetings should be held in the evening.	Notification of the resolution was sent to all Boards and Commissions.
Nov. '07 Special	22	Urges support for Support Tax Exemptions and Incentives Legislation for Certain Property Owners Using Wind and Solar Power.	Copies of the Resolution were sent to each member of Brookline's legislative delegation.
Nov. '07 Special	23	Support Statewide Legislation to Encourage the Purchase of Fuel-Efficient Vehicles.	Representative Frank Smizik filed legislation at the state level. Docket 4786 is currently at the Committee on Rules.

GENERAL GOVERNMENT

TOWN CLERK

Patrick J. Ward

On Tuesday, May 1, 2007, the Annual Election was held. Polling places were open from 7:00 A.M. to 8:00 P.M. A total of 3,467 of the 38,814 eligible registered voters in the Town, or 8.9%, participated in this election.

On Tuesday, May 29, 2007, at 7:00 P.M., Town Meeting Members convened for the Annual Town Meeting held at Brookline High School's Roberts-Dubbs Auditorium. The Annual Meeting was adjourned to Wednesday, May 30, 2007 and dissolved on Thursday, May 31, 2007 at 10:35 P.M. in order to complete the business of the twenty-three article Warrant. Significant actions taken at the Annual Meeting included the approval of the FY2008 budget with total appropriated expenditures of \$181,227,842 for the Town of Brookline including:

- \$225,000 for the enhancement of town-wide hardware and software;
- \$200,000 for the purchase of a fire engine;
- \$1,000,000 for the rehabilitation of streets;
- \$230,000 for upgrades at Walnut Hills Cemetery;
- \$130,000 for repairs to Larz Anderson Skating Rink;
- \$348,000 for upgrades to HVAC System and Fire Escape System at Soule Recreation Center;
- \$400,000 for the purchase of portable classrooms;
- \$1,350,000 for purchasing the state-owned reservoir at Fisher Hill; and
- \$15,950,000 for the reconstruction of the Town Hall.

Other actions taken at the Annual Meeting included:

- a resolution establishing tax incentives relative to the future purchase of SUV's;
- increasing the at-large membership of the Advisory Committee to not more than eight;
- a by-law amendment that establishes the consideration of "green technology" in future town building projects; and
- a by-law that bans artificial trans fats in food service establishments in Brookline effective November 30, 2008.

Town Clerk Patrick J. Ward asked for a moment of silence after reading the roll call of Town Meeting Members who died since the last Annual Meeting:

HONOR ROLL

Burton Boyer
1987- 1990; 2001-2006

Albert Gerte
1988-1990; 1993-2006

Sandra VonLichtenberg
1994-2006

Thomas P. Condon
1958-1982

Paul M. Katz
1985-2006

Peter E. Ward
1958-1965

David Feingold
1988-1997

Bernard Solomon
1951-1957

Henry T. Wiggin
1972-1986

On Tuesday, November 13, 2007, at 7:00 P.M., Town Meeting Members convened for a Special Town Meeting held at Brookline High School's Roberts-Dubbs Auditorium. The Special Meeting was adjourned to Wednesday, November 14, 2007 and dissolved on Thursday, November 15, 2007 at 10:50 P.M., in order to complete the business of the twenty-four article Warrant. Significant actions taken at the Special Meeting included:

- a by-law requiring readily accessible electronic meeting notices, agendas and records for all governmental bodies;
- the amendment of a by-law by offering a new section that specifically addresses graffiti and requires remediation and allows for Town assistance with remediation;
- down-zoning of certain properties on Harvard, Centre, Dwight and Green Streets;
- an amendment to the Zoning By-Law and the Zoning Map creating a Coolidge Corner Design Overlay District;
- an amendment to the Zoning By-Law changing the Public Benefits Incentives Section with respect to Maximum Floor Area Ratio;
- the sale and conveyance of a 502 square foot parcel of land at the end of Kerrigan Place;
- legislation authorizing the Transportation Board to regulate valet parking services in the Town of Brookline;
- the renaming of the municipal golf course at Putterham Meadows to the "Robert T. Lynch Municipal Golf Course at Putterham Meadows";
- a resolution to support real estate tax incentives legislation for property owners using wind, solar, and other clean energy sources; and
- a resolution promoting the reduction of green house gas emissions and to reduce the use of fossil fuels for vehicles in Massachusetts.

The Office of the Town Clerk recorded 651 births in the Town during 2007, pending final returns from the City of Boston, an increase of 6 births from the previous year. The office also recorded 403 deaths, pending final results from the City of Boston, a decrease of 21 deaths from the previous year. There were 440 marriage intentions filed and 421 marriages recorded, an increase of 2 marriage intentions and 15 marriages from the previous year.

Total revenues collected by the Office of the Town Clerk were \$135,021.50 in 2007, a decrease of \$3,165.95 from 2006 revenues.

2007 Revenues

Conservation Licenses	\$ 6,357.55
Gasoline Permits	3,000.00
Marriage Licenses	15,190.00
Dog Licenses	31,570.00
Board of Appeals	14,175.00
Certified Copies	35,666.00
Business Certificates	13,700.00
Civil Fines	6,865.00
Passports	12,270.00
Miscellaneous	2,585.50

Conservation Licenses

Fish and Game Licenses Issued	\$ 6,357.55
Fees Paid to the Commonwealth of Massachusetts	6,235.25
Fees Paid to the Treasurer	122.30

REGISTRARS OF VOTERS

The Town Clerk serves as an Ex-Officio member of the Board of Registrars of Voters. The Democratic Registrars are Town Clerk Patrick Joseph Ward and Assistant Town Clerk Linda G. Golburgh. The Republican Registrars are Emily Livingston and Andrew McIlwraith. In 2007 the Board of Registrars of Voters supervised the registration of voters for the May 1, 2007 Annual Town Election. The Board of Registrars of Voters recorded 2,678 new active registered voters, processed 10,895 inactive voters, and amended 1,770 affidavits of voter registration for changes of party and address. The Board processed 300 absentee ballot applications. The Board of Registrars of Voters published the 2007 Street List of Persons Seventeen Years of Age and Older and established a total population of 54,153, of which 26,733 were active registered voters.

Political Parties and Designations

Total Registered Voters	26,733
Democrat *	13,560
Green-Rainbow*	39
Republican *	2,003
Working Families*	2
Unenrolled	11,075
American Independent	5
Conservative	1
Constitution Party	2
Green Party USA	5
Interdependent Third Party	4
Libertarian	35
Socialist	1
Timesizing Not Downsizing	1
Working Families*	2

*Recognized Political Party



Registrars of Voters

TOWN COUNSEL

Jennifer Dopazo

The Office of Town Counsel's function is to provide legal counsel for the Town of Brookline, which includes all departments, boards, commissions, committees, Town Meeting and employees acting within the scope of their employment. Currently, the office is staffed with Jennifer Dopazo as Town Counsel, three Associate Town Counsels, one Senior Paralegal, one Junior Paralegal and one Senior Clerk that works part-time. This year, George Driscoll, Associate Town Counsel, gave notice that he will be leaving his position with the Town to pursue a new endeavor working for the Massachusetts School Building Authority as Deputy General Counsel. He had dedicated 29 years of service to the Town and his wit, wisdom, and renowned story-telling skills will be missed.

In view of the fact that the Town is a self-insured municipality, Town Counsel's Office is responsible for a varied caseload that includes, but is not limited to: the defense of actions alleging civil rights violations, discrimination, breach of contract, special education appeals, employment disciplinary appeals, personal injury and property damage cases and claims, zoning appeals, and tax related matters. The Office pursues actions against tax-delinquent properties by filing tax foreclosure proceedings at the Land Court as well as filing Proofs of Claims at the Bankruptcy Court so that any outstanding debts owed to the Town are protected. Town Counsel and the Associate Town Counsels offer legal opinions to Department Heads, Town officials, and Boards and Commissions and provide support services for the Town's operating departments in matters such as contract drafting, personnel matters, public records requests, and subpoenas.

The office interacts with the public and other departments on a daily basis. Among other responsibilities, the paraprofessional staff responds to the large volume of claims that are filed against the Town, pursuant to Massachusetts General Laws Chapters 84 and 258. Staff act similar to insurance adjusters in conducting accident investigations, reviewing damage estimates, and routinely settling claims in amounts far less than the original demands. These types of claims allege personal injury and/or property damage due to motor vehicle accidents or defects in the public ways. The Police Department Liaison Officer routinely files claims against insurance companies for the recovery of damage to Town owned property.

The Office also recovers significant sums for the Town in so-called Chapter 111F cases where police or firefighters are injured in the line of duty due to the negligence of a third-party. The Town is entitled to recoup its costs for lost wages and medical expenses. This year, Joslin Murphy, Associate Town Counsel, recovered \$800,000 for the Town in a Chapter 111F case filed in Federal Court. This case involved a claim for lost wages and medical expenses that the Town paid for several firefighters injured in the line of duty when President Bush's advance team landed two Chinook helicopters at Parsons Field.

The Office continues to convene G.L. c.41 Medical Panels to review and process requests for reimbursement of medical expenses submitted by disabled retired firefighters and policemen.

Additionally, Town Counsel actively participates in the Town's legislative duties by assisting the public and Town departments in such matters as: the preparation of warrant articles for Special and Annual Town Meetings, drafting notices and votes for the Town's Boards and Commissions, and attending meetings of the Board of Selectmen and Town Meetings, as well as hosting the annual Conflict of Interest and Open Meeting Law Training Seminar in accordance with the newly adopted By-Law, Article 3.20 of the General By-Laws for the Town.

The Town Counsel's Office appreciates the opportunity to serve the Town of Brookline and looks forward to the challenges of the coming year.

HUMAN RESOURCES

Sandra DeBow, Director

The mandate of the Human Resources Office is to develop and administer fair and equitable Human Resources policies for the Town and its employees and to provide a system of Human Resources administration that is uniform, fair, efficient and represents the mutual interest of the Town and employees of the Town. The year 2007 was a year in which the office focused on efficiencies ranging from group health care changes, extended sick leave analyses and a paperless office initiative. The office also initiated several programs to help transition Town Hall employees to temporary offices pending the renovations of Town Hall.

The Human Resources Office expended significant resources in finding new approaches to deal with ever-increasing personnel costs, primarily focusing on reducing health care costs. The Office negotiated major group health plan design changes with all the unions, collectively. Both the Town and the unions worked diligently to find innovative ways to reduce health insurance premiums. Although higher co-pays were part of the formula, on average most employees will experience a savings in their share of the premium. In exchange for these co-pay changes, the Town made several benefit and policy changes including the implementation of voluntary, employee-paid, dental insurance plans for active employees. These benefits are valuable to the employee and the Town experiences little to no cost. The final changes reduced the quoted premium increase for Fiscal Year 2008 from a 12% to a 6% increase in premiums. The negotiations also resulted in the Town accepting Massachusetts General Laws, chap. 32B, sec. 19 which formed a Public Employee Committee that will bargain all future health care matters with the Town. Few municipalities have taken such aggressive steps to address spiraling health care increases. Continuing its wellness efforts, the Office again ran the successful "Minutes in Motion" competition and is designing targeted wellness initiatives which will create a culture of whole health for its employees and their families.



Human Resources Staff

***L-R: Kathy McGinnis, Pam Payton, Leslea Noble,
Christopher McLaughlin, Marjorie Lalli, Sandra Debow***

The Human Resources Office was obligated to comply with the new Mass. Health Care Reform Law. The law requires the Town to extend the eligibility timeline for dependent coverage and altered the Section 1256 Laws allowing eligible part-time employees to have health insurance deductions withheld from their pay on a pre-tax basis when purchasing a health plan through the Massachusetts Health Connector.

The Human Resources Office continued to focus its attention on extended sick leave issues, working with several departments to identify and target areas that are subject to abuse. A critical component of these endeavors is the occupational health nurse, Pam Payton. Her primary focus continued to be case management and ensuring that employees receive a high level of care and treatment to help employees return to work sooner and to reduce rates of recurrence. Proactive programs conducted by the occupational health division were hepatitis A, B and flu vaccination clinics, and ergonomic assessments, back classes, as well as the "Clean Hands for Good Health" campaign, a cooperative effort with the Department of Public Health.

The Office also played an important role in transitioning its employees to the temporary offices at Old Lincoln School during the renovations of the Town Hall on Washington Street. Through a campaign, "Town Hall Goes Back to School," we conducted back injury prevention classes for each Department, provided a shuttle service to address parking concerns and established a lending library that is widely used.

The Human Resources Office also focused on reducing its own impact on the Town's budget by decreasing its use of outside legal services, using new on-line recruiting sites, and working with the state's Human Resources Division to update its psychological plan to more efficiently perform psychological screenings of all applicants for police and fire positions. Despite increased medical costs, this office, working in conjunction with the Occupational Health Nurse, the N.E. Baptist Hospital, our third party administrator, and outside counsel, effectively managed workers compensation claims to the extent that we saw an \$85K reduction in expenditures in 2007. The Human Resources Office also began an ambitious technology project to move toward a paperless system which should be rolled out during the summer 2008. The Human Resources Board was especially helpful in reviewing processes and policies which will be another focus of the upcoming year.

This has been a year of transition for the Human Resources Board which saw the retirement of its longstanding member and Chair, Frances Shedd Fisher. Fran devoted over 18 years of service to the Board while working tirelessly with other boards, committees and citizen's groups to ensure the high quality of life that Brookline's citizens have long enjoyed and often take for granted. Absent the efforts of citizens like Fran, Brookline would be a far lesser place to live. The Board wishes her well in her "retirement," which we are sure will be more vigorous than the lives of most working parents.



Human Resources Board

*L-R: Kenneth V. Kurnos, Chair, Jacqueline J. Young & Gerald Raphel.
Absent from Photo: Edward Deangel & Randa Ravitz*

The Board is also pleased to announce the appointment of its newest member, Gerald Raphel giving us our full contingent of five resident volunteers, all appointed by the Board of Selectmen. Each member of the Board brings a unique perspective to the table, with relevant backgrounds in areas such as employment or labor law, human resources management and business management. Gerry has a strong human resources background with many years of experience in the private sector. We expect that he will contribute positively to the Board and its mission for years to come.

Under the guidance of our Town's Human Resources Director, Sandra DeBow and the excellent members of the Human Resources Office, the Board continued its work holding step 2 grievance hearings. As in 2006, 2007 saw a decrease in the number of grievances which required our attention. Improved labor relations between our excellent management and dedicated workforce and timely intervention when necessary by the Human Resources Department resolved all but four matters before the hearing stage. In September, the Board instituted a new hearing procedure which has been met with positive responses from labor and management. The new procedure was designed to ensure that the

issue before the Board is well defined and agreed upon before the hearing proceeds and that all participants are given the opportunity for a full airing of their respective positions.

In addition to hearing grievances, the Board heard 13 requests for classification and/or pay grade changes. These requests originated from a variety of departments and involved new positions, changes in job function and/or reorganizations. In reviewing these requests, the Board takes into consideration, where appropriate, the grading system established by consultants in the implementation of the pay plan involved, internal and external parity in compensation, and the needs and policy guidelines of the Town.

The Human Resources Board is also tasked from time-to-time with conducting special projects such as the Civil Service study last year. It is one of the Board's regulatory charges to review the Town's human resources policies and practices and make recommendations for changes as appropriate. To this end, the Board has reconfigured internally obviating the need for full Board meetings to accomplish tasks better handled by one or two members in the first instance for ultimate reporting back to the full Board for consideration of any recommendation. This will enable all Board members to utilize, for the Town's benefit, their unique training, skills, experience and expertise. With this new initiative in its early stage of development, the Board expects to bring a new dynamism to the HR function in Brookline.

PUBLIC SAFETY

POLICE DEPARTMENT

Daniel O'Leary, Chief

Throughout 2007, the Police Department continued to take on more challenges in an effort to provide the greatest level of services to the citizens of Brookline. Once again we have trained more police officers, provided on-going higher levels of training for all officers, and as always we continue to focus on our main mission – to prevent and eliminate crime in our Town.

In November of 2007 the eight new police officers who were hired and trained the previous year successfully completed their probationary period and are all currently assigned to the Patrol Division.

Crime Overview/Calls for Service

The following pages contain information regarding Part A Crimes reported in the Town of Brookline in 2007. Part A crimes include murder (and attempted murder), rape (and attempted rape), robbery, assault, burglary, larceny and motor vehicle theft.

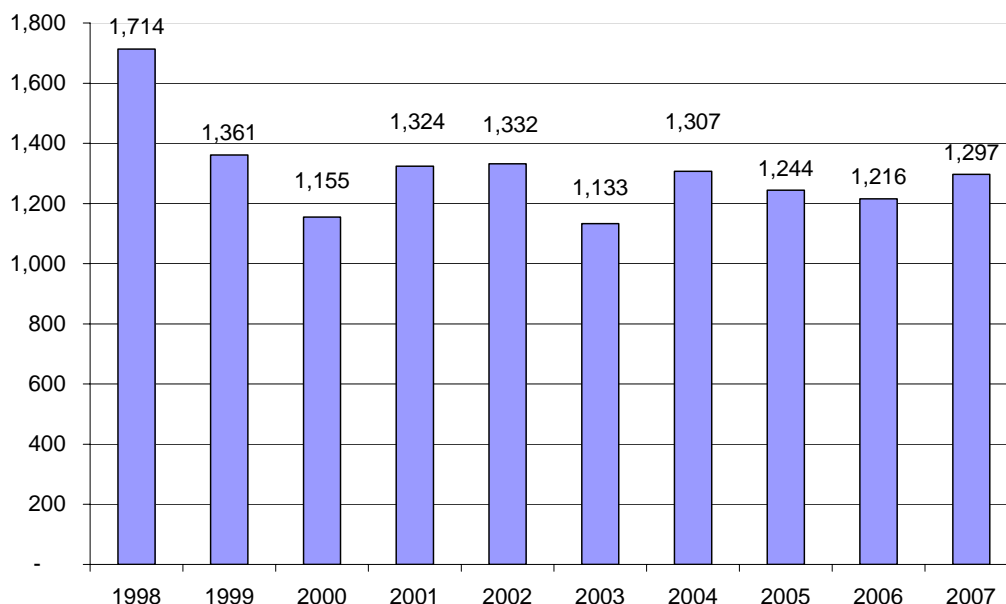
In 2007, there were a total of 1,297 Part A crimes reported in Brookline. This number suggests an overall increase of 6% in Part A crime categories. It is important to recognize, however, that in 2007, crime in Brookline decreased in six out of seven categories.

In 2007 the Town of Brookline had no homicides, no homicide attempts and two rapes. Robberies decreased by 5% and aggravated assaults dropped 34%. There was an overall decrease of 28% in violent crime in the Town of Brookline in 2007. Additionally, burglaries dropped 20% and motor vehicle theft was down 26%.

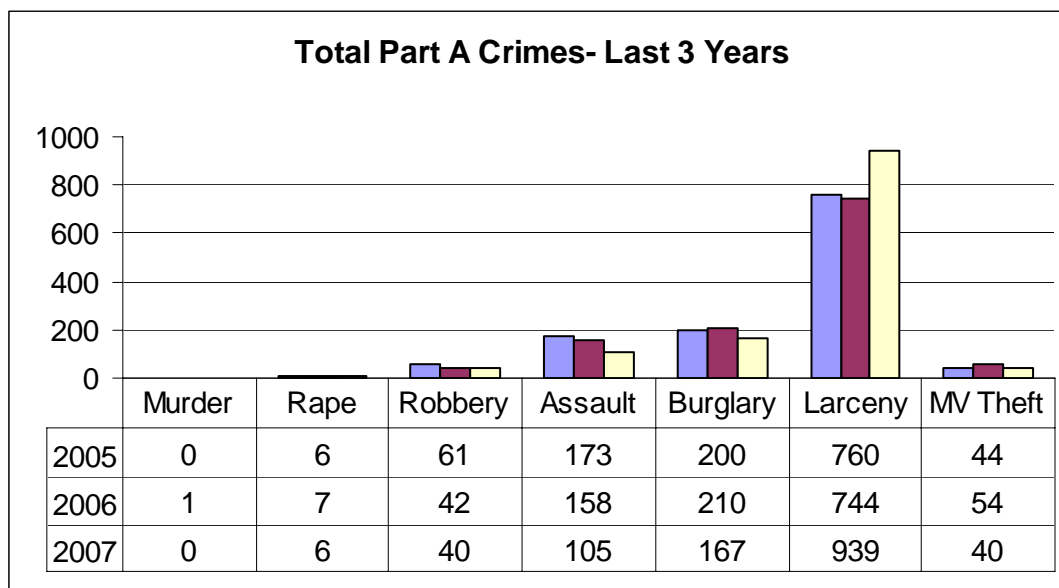
Larcenies accounted for 76% of all Part A Crimes reported in 2007, and is the category solely responsible for the overall increase in crime. Larcenies from motor vehicles accounted for 24% of this overall number, and the theft of portable GPS units from motor vehicles plagued cities and towns throughout the Commonwealth of Massachusetts. Four out of the five bordering police districts in the City of Boston experienced an increase in this crime category. We will continue to work with these districts to combat this problem in 2008, by increasing community awareness and prevention strategies and working towards the successful apprehension and prosecution of suspects.

The Brookline Police Department's reduction of crime in six out of seven categories can perhaps be attributed to the increase in areas of proactive police work. In 2007 our Officers conducted 1,194 field interviews (up 18% from 2006), and increased the number of both parking and moving violations issued. There were 460 cases cleared by arrest or exceptional means and 599 arrests made.

The following pages provide a more detailed account of this summary:

Total Part A Crimes- Last 10 Years

The following graph shows the year-to-year comparisons for each crime category. As displayed, crime was down in six out of seven categories:

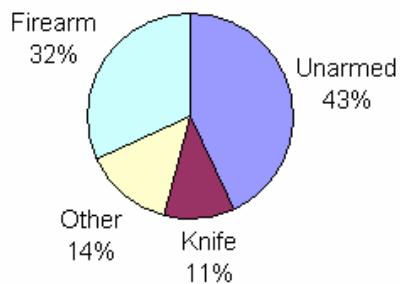
**Murder - 0**

There were no murders in 2007, compared to one in 2006 and zero in 2005.

Rape- Reports down 14%, actual offenses down 50%

There were six rapes reported in 2007, four of which were determined to be baseless/unfounded. The actual number of offenses was 2, which is down from the 4 actual offenses that occurred in 2006 (out of seven reports). One of these was a rape, while one was an attempt. Arrests were made in both cases, one of which received considerable media coverage (Sammy Prado arrested on 12/12/07 at Logan Airport for an attempted rape near the Brookline Hills T-Stop). The other arrestee was the estranged father of a nine year old female victim.

Robberies and Attempts by Weapon Type



Robbery– Down 5%

There were 40 robberies/robbery attempts reported in 2007, down 5% from the 42 reported in 2006. Three of these were determined to be unfounded/baseless.

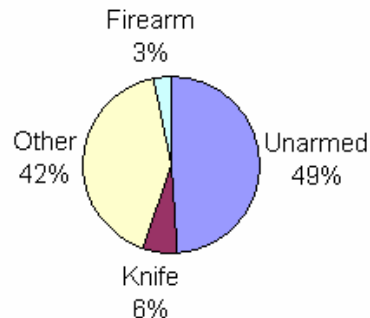
Of these 37 robberies, 12 involved a firearm, 4 involved a knife, 5 involved the use of another weapon and 16 were unarmed/strong-arm robberies.

There are 18 cases that remain active, 15 resulted in arrests or court action, and four were exceptionally cleared. The majority of these robberies occurred on the street (18), followed by retail stores (7), gas stations (2), residences (2), and banks (1).

Aggravated Assaults by Weapon Type

Aggravated Assaults– Down 34%

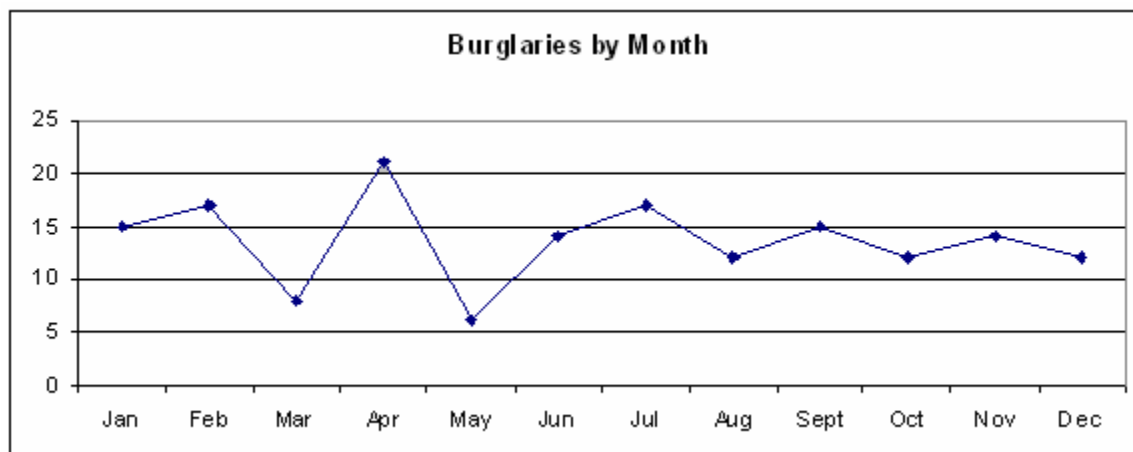
Aggravated assaults are down 34%, from the 158 reported in 2006 to 105 in 2007. Of the 105 assaults reported, three involved a firearm, six involved a knife or other cutting instrument, 42 involved another dangerous weapon and 49 involved no weapons but resulted in aggravated injury. 88% of these cases were cleared by arrest or court action. Five reports were determined to be unfounded/baseless. There were 43 incidents of simple assault. There were 27 incidents involving an assault on a police officer and/or resisting arrest in 2007.



Burglary– Down 20%

Burglary is down 20% from 210 incidents reported in 2006 to 167 incidents in 2007. Six of these reports were later determined to be unfounded/baseless. There are 115 cases that remain active, 32 cases were cleared by arrest or court action, and 13 were cleared exceptionally. Residential properties accounted for 118 (71%) of the incidents while the remaining cases include commercial establishments, schools, and offices.

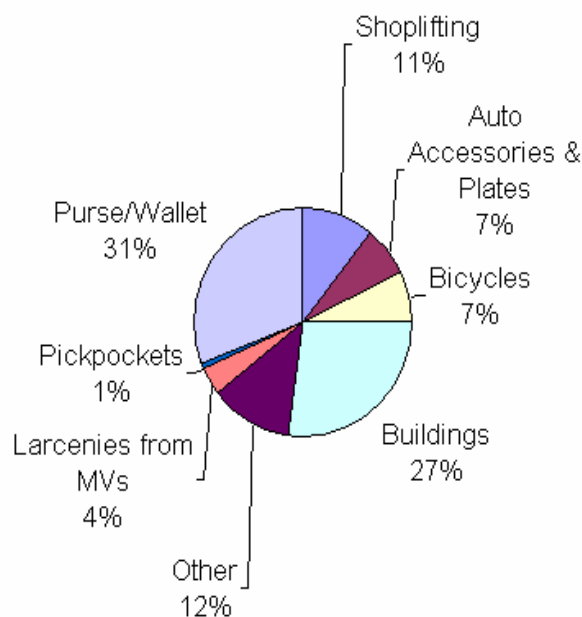
The following chart provides a breakdown of the burglaries by month. As was the case in 2006, April saw the highest number of burglaries in 2007 with 21 cases.



Larceny– Up 22%

Larceny is the only crime category that experienced an increase in 2007, from 744 in 2006 to 939 in 2007 (21% increase). There were a total of 23% of total larcenies that were cleared by arrest, court action or exceptional means.

The increase in larcenies can be attributed to a spike in motor vehicle breaks, and more specifically the area-wide trend of GPS thefts, which accounted for 35% of all car breaks (102 total incidents). In a collaborative effort to curtail the number of car breaks, the Brookline Police Department has joined forces with the Boston Police Department's bordering districts (D14, D4, B2, E13 and E5) as well as the Boston Regional Intelligence Center to share information regarding the identification of suspects, "hotspots" and strategies. We have increased the use of targeted geographical surveillance, and of decoy motor vehicles and GPS devices. We have conducted warrant sweeps that specifically targeted known car break suspects. Whereas car breaks accounted for 24% of our overall crime rate in 2007, we will continue to be vigilant in our efforts to increase both prevention and prosecution in 2008.

Larcenies by Target TypeMotor Vehicle Theft– Down 26%

There were 45 reports of motor vehicle theft in 2007, down from 54 in 2006. 5 of these were unfounded/baseless (misplaced). This is the lowest number of motor vehicle thefts reported in the last ten years, which is likely due to a combination of increased patrol/enforcement efforts and technologically advanced anti-theft devices.

Of 40 cases, 8 were cleared by arrest or court action and 21 were cleared by exceptional means.

POLICE ACTIVITY FOR 2007:

- **CLEARANCES**– In 2007 there were 460 cases cleared by arrest or exceptional means, resulting in a 37% clearance rate for 2007. This is down slightly from the 44% clearance rate reported for 2006.
- **ARRESTS**– In 2007 there were 599 arrests made, down 29% from the 846 made in 2006. 66 of these arrestees were juveniles.
- **FIELD INTERVIEWS**– In 2007 there were 1194 Field Interviews conducted, up 18% from the 976 field interviews conducted in 2006.
- **MOVING VIOLATIONS**– In 2007 there were 18,014 moving violations issued, up 7% from the 16,678 issued in 2006.
- **PARKING TICKETS**– In 2007 there were 152,787 parking violations issued for a total of 4.7 million in fines and penalties. (In 2006 there were 148,433 violations issued, totaling \$4.2 million in fines and penalties.)

CALLS FOR SERVICE

In 2007 there were 69,086 police calls entered into Computer Assisted Dispatch (CAD) including prisoner process, service of papers, etc.

In 2007 the Brookline Police Department was one of three recipients worldwide to receive the International Association of Chiefs of Police's (IACP's) 2007 Civil Rights Award. Chief Daniel C. O'Leary was presented with this distinguished award at the IACP's annual conference in New Orleans in October.

The IACP is the world's oldest membership organization of police executives with over 20,000 members in 89 different countries. The Brookline Police Department was recognized for its' multifaceted approach to racial profiling prevention over the last ten years. During this time, the Brookline Police Department has developed, implemented, and institutionalized a multifaceted racial profiling prevention strategy. This comprehensive approach addresses the areas of policy review and development; hiring and recruitment, training, addressing citizen complaints, data collection, and community outreach. This effort incorporated proactive data collection, the use of an early intervention system to track officer performance, and an improvement in hiring and recruitment processes. Through these coordinated efforts, the Brookline Police Department has taken a proactive rather than reactive approach to racial profiling. In addition, we are now more reflective of the community we serve and better prepared to respond to the broad ranging cultural and language diversity that exists in our community.

Our law enforcement officers recognize the ethical and legal imperatives to which we must adhere to in order to ensure that civil rights of all individuals residing, working, or visiting our jurisdiction are protected. Despite media coverage that often focuses on negative police-citizen encounters, law enforcement officers are, in fact, the most visible and largest contingent of the nation's guardians of civil rights. Everyday, countless officers promote and protect civil rights through a variety of actions. These actions include the investigation of hate crime; efforts to protect vulnerable groups; attempts to educate the community about issues of tolerance and to encourage collaboration; and programs to enhance the cultural awareness and diversity both within the law enforcement agency and the wider community.

The Civil Rights Committee of the International Association of Chiefs of Police (IACP) recognizes the outstanding efforts of law enforcement agencies and individual law enforcement personnel in protecting and promoting civil and human rights. The prestigious IACP Civil Rights Awards are presented each year at the IACP Banquet which marks conclusion of IACP's Annual Conference.



Chief O'Leary Receives IACP Award

Administration Division

In 2007 the entire Police Department participated in significant in-service training, as part of the annual in-service training program. All officers were re-certified in CPR/AED and First Aid training as well as re-certification in firearms. Officers completed an eight hour marksmanship course with their firearms and an additional four hour training involving diminished light exercises, engaging single and multiple targets, shooting while moving, close up and distance shooting, and malfunction training. In August of 2007 two officers were trained by the National Center of Missing and Exploited Children for a Law Enforcement Response; When a Child Goes Missing and these officers conducted in-service training on this topic. The National Center for Missing and Exploited Children is a national resource for law enforcement for course in Incident Command, this training is a nation-wide training that gives Brookline support when a child is reported missing. Covered in this training was the utilization of the America's Missing Broadcast Emergency Response (AMBER) alert system and the criteria for issuing an alert. Other topics covered in the on-going training for all of our officers included new training in domestic violence and identifying the dominant aggressor, as well as suicide prevention, mental health and patrol procedures. The command staff of the Department attended a level three abreast of the latest training the Federal Government is adopting to deal with Homeland Security Incidents. This in-service training gives our officers the tools they need to protect themselves and civilians who live, work and visit our Town everyday.

Also in 2007 our intelligence officer's position has proved to be an invaluable resource for obtaining pertinent information and disseminating it to our officers in a timely manner. The processes by which information is shared and intelligence is exchanged at the regional level have become more clearly defined. The Brookline Police's relationship with the Boston Regional Intelligence Center (BRIC), and the methods by which intelligence is shared within the Urban Area Security Initiative (UASI) region have proven to be extremely helpful in developing crime suspects, making arrests and increasing clearance rates.

The BRIC serves as the central point for the collection, synthesis, analysis and dissemination of strategic and tactical intelligence information to law enforcement, and, as appropriate, other first responders and the private sector within the UASI region. In addition, they serve as the regional intelligence point-of contact for the Commonwealth Fusion Center (CFC). In addition to Brookline, the BRIC has identified the following UASI and non-UASI stakeholders:

UASI Stakeholders: Boston (including Boston School Police, Housing Police, and the Mayor's Office of Homeland Security), Cambridge, Chelsea, Everett, Quincy, Revere, Somerville, and Winthrop.

Non-UASI Stakeholders: EOPS, Office of the Secretary, CFC, MA State Police, MBTA, Probation, Parole, Corrections, DYS, University Police, Suffolk County DA, United States Attorney's Office, Massport, TSA, Private Sector Agencies, ATF, ICE, FBI and the JTTF.

Each business day at the BRIC office, each of the above mentioned stakeholders is expected to present information or intelligence on behalf of the agency they represent. Typical contributions include significant arrests, demonstrations and other significant events, consulate issues, crime trends, and modus operandi patterns. At the end of each day, the BRIC distributes their daily summary report of this meeting. In addition to information provided at these meetings, the BRIC receives weekly crime and intel bulletin's from each stakeholder which is forwarded to the CFC, making it available state-wide to the Law Enforcement Community via a secure web-based server.

In addition to the daily summary report, the BRIC provides situational awareness alerts, short and long-term analysis of inter and intra-jurisdictional crime issues and trends, and ad-hoc reports upon request. The BRIC also serves as a host for monthly homeland security meetings, bi-weekly BPD street violence briefings and specialized trainings.

The BRIC continues to work towards optimizing the collection, analysis and dissemination of information related to homeland security issues, criminal activity, and other significant public safety issues of which the Brookline Police has access through the detective assigned to Intelligence. The detective has also been trained and received a new Global Information System (GIS) mapping capability which enables her to develop maps outlining where crimes are occurring within our Town and surrounding communities. This technology has also proved to be a helpful tool in developing crime patterns and trends so that we may better identify where crimes may occur so we can focus our efforts more strategically.

Patrol Division

In 2007 the Patrol Division has streamlined patrol operations and expanded the cooperative efforts across department lines of authority to include the different stakeholders within the department and across the community. The Division continues to address quality of life concerns, particularly those of the North Brookline Neighborhood Associations, by conducting joint community meetings, inspecting establishments with licenses to sell and pour alcohol, and developing saturation patrol plans aimed at loud parties/disturbances. These operations were successful in keeping the neighborhoods of North Brookline quiet, especially on the weekends.

The Patrol Division has engaged in many directed patrol activities to suppress specific crimes such as motor vehicle thefts, breaking and entering, and larcenies. The Division has utilized several resources including, unmarked patrol units, bicycle patrol, and undercover units. These tactics, combined with crime analysis, have resulted in arrest and the elimination of problems before they develop and impact our crime rate.

Criminal Investigation Division

In 2007 the Criminal Investigations Division utilized operational planning in day-to-day operations to deploy manpower and resources to any crime hotspot. The Division utilized grant funding to increase operational manpower. The deployment of additional personnel has led to an increase in coverage in identified areas where crime is occurring. Two members of the Division attended a conference with the State Attorney General to develop a plan for a state-wide computer forensic investigations and training. Two other detectives attended a computer investigations training at Bentley College and three detectives attended training at the Microsoft Northeast facility on cyber-crime and investigative strategies. All of this training is necessary for the Department to stay on top of computer crimes, as this area has become another avenue for criminals to victimize citizens of our Town through fraudulent financial scams to the on-line enticement of children.

The detectives assigned to the Crime Scene Unit are the Department's latent fingerprint examiners. They took the International Association of Identification Professionals proficiency exam to increase their level of training and education. The police technology unit has purchased cameras and equipment that is compatible with the Town's WI-FI system. As always, the Criminal Investigations Division continues to work collaboratively within the Department and with local and federal agencies on a daily basis in an attempt to further reduce crime and raise the quality of life for Town residents.

Community Service Division

In 2007 the Community Service Division sent five officers to a week-long course in Georgia to be fully trained as instructors in methods of handling civil disturbances and social disorder situations. Each officer is a certified instructor in civil disobedience and social disorders. Going forward the Department will roll out this training to all officers as part of the 2008 in-service training. The Community Service Division worked with all of the schools in Brookline, both public and private, on a comprehensive and uniform emergency plan of action in the event of a critical incident occurring on school property or an outside incident impacting school students and staff.



Police Officers Train with New Combat Gear for Civil Disobedience Response

The Division also established a Teenage Dating Violence Program in the eighth grade health curriculum Town-wide. This program educates the students in identifying bullying and other violent behavior, teaches skills on how to deal with it, and facilitates the proper behavior in such social situations. In 2007 the Division established an Internet Predator Safety Program in the seventh grade curriculum Town-wide as well as a parent component in three of the schools. These two programs have also been implemented at the high school for ninth and tenth graders through a partnership with the high school social workers, health instructors, and teachers.

The Division also developed a comprehensive graffiti policy with other Town agencies to address the discovery and removal of graffiti. We continue to work on this problem daily by identifying and prosecuting suspects.

Traffic Division

In 2007 the Traffic Division increased its staffing level, which will improve the management of all of the programs the Division facilitates. The Division collaborated with the School Department in School Bus Safety and identified problem bus stop locations. As a result of this cooperative effort citations have been issued and some problem spots have been relocated to safer locations. The Division acquired new equipment, including new handheld Lidar units and a speed board; these additions continue to be effectively utilized. The Division met all requirements for the IACP and the Governors Highway Safety Bureau (GHSB) Traffic Safety Challenges.

Public Safety Dispatch

In 2007 the Dispatch Center, through grant funding, purchased and installed PRO-QA Emergency Medical Dispatch Software for each dispatch computer. All dispatchers were trained to use the software and now are better equipped to handle emergency medical calls. The center also installed the Vision 21 Fire Alarm monitoring system with radio box capability; all dispatchers were trained to use this system as well. The dispatch center also hired and trained two new dispatchers in 2007. Throughout the year the dispatch staff also entered 450 felony warrants into the National Crime Information Center data banks.

Emergency Management

In September of 2007 the Health Department and other Town agencies participated in an "Emergency Preparedness Workshop" for populations needing specific assistance. This interactive workshop was attended by over 50 healthcare providers and it was designed to help residents and facilities housing vulnerable populations to prepare for emergencies.



Brookline Emergency Operation Center

In October of 2007 the Emergency Management Team (EMT) accepted ownership of the Emergency Operations Center (EOC.) The EMT has worked with the Massachusetts Emergency Management Agency (MEMA) to bring an EOC Operation course to Brookline. The facility will be utilized for natural and man-made incidents, to include snow and other weather related emergencies, as well as pre-planned events such as the Boston Marathon. The EMT has continued strong working relationship with various Town departments. In October, middle managers from numerous Town departments took part in a Texas A&M course entitled Public Works: Planning for and Responding to a Terrorism/WMD Incident.

The EMT completed distribution of emergency management portable radios to schools and other Town agencies. Deployment of these radios will enhance communication and coordination between emergency responders, schools and other Town agencies during a “no-notice” incident or pre-planned event. The EMT also conducted lockdown and evacuation drills at all public schools as part of the emergency preparedness plan being rolled out Town-wide.

Animal Control

In 2007 the Police Department increased public awareness throughout the Town so that enforcement by the Animal Control Officer will be consistent. The Department worked on increasing the awareness of the leash and “pooper scooper” laws. The Animal Control Officer established a presence in all parks throughout the Town. Approximately 52% of violations were issued to Town residents as apposed to 48% to non-residents. The Animal Control Officer also dedicated a significant amount of time increasing public awareness concerning various forms of wildlife, most specifically turkeys that are living in Brookline.

As we move forward in 2008, the Department will continue to strive for excellence in our services to the Town. As always, we will continue to build better relations with our residents, business community, and all who visit the Town. We will utilize all of the programs described above to reduce and prevent crime and to maintain the exceptional quality of life throughout the Town. Finally we will remain diligent in our efforts to keep Brookline safe in this ever-changing world.

FIRE DEPARTMENT

Peter E. Skerry, Jr. Chief

The Brookline Fire Department is composed of six divisions with a total budgeted strength of 168 uniformed and civilian personnel. It provides Fire Suppression, Rescue, Fire Prevention and Investigation, Safety Education, in-house training of our personnel, and Emergency Medical Services to the citizens and visitors to our community.

Administrative Division

The Administrative Division consists of the Chief of Department, a Chief of Operations, and an Executive Secretary. The Public Safety Business Office (PSBO) was established to handle the payroll, accounts payable, accounts receivable, purchase ordering, and other business functions for both the Fire and Police Departments. The PSBO is staffed with a manager and three clerks, shared by both Fire and Police departments.

Chief Skerry was promoted to Chief of Department on September 17, 2007. Chief Skerry joined the department in August of 1982 and rose through the ranks to his present position.



Fire Chief Peter Skerry, Jr.

Fire Suppression Division

Fire Suppression is the largest division of the Fire Department. It includes four Deputy Chiefs, seven Captains, 21 Lieutenants and 119 Firefighters. There are four groups housed in five firehouses, manning two ladder trucks, five engine companies and one command vehicle.



Fire companies had the busiest year in Department history, responding to a total of 7,570 calls or an average of 21 calls per day. In addition to emergency responses, these companies are called upon to inspect more than 400 buildings within the community for fire safety compliance. They also conducted 1,316 inspections in 2007.



**As always, our motto is and always will be:
“AT YOUR DOOR IN LESS THAN FOUR”**

The Department provided aid to surrounding cities and towns through the Metro Fire System a total of 71 times. These included both response directly to an on-going incident and coverage of a community's fire companies.

The year saw two multiple alarm fires handled by the Suppression Division. There was one fire fatality in Brookline in 2007.

The Department received a new Tower 1 – Truck placed in service February 2007 which greatly increases the department's operational capabilities.



Brookline Fire Department Tower 1

Fire Prevention Division

One Deputy Chief, one Fire Lieutenant and two Firefighter/Fire Inspectors staff the Fire Prevention Division. They are responsible for code enforcement, which consists of ensuring that all general laws and codes dealing with fire safety are adhered to: They are also charged with building plans review and the inspection of all new and renovated construction projects. They schedule all additional inspections such as smoke detector inspections, which are handled by the Suppression Division. The Division does quarterly inspections of all licensed occupancies where large numbers of people either live or congregate such as nursing homes, lodging houses, and restaurants. They investigate all fires occurring within the Town. The Division works with community groups to help in educating of the public in the area of Fire Safety and also conduct the program Student Awareness of Fire Education (SAFE) in Brookline's schools. The Division also works closely with the Building, Health and Police Departments.

Training Division

One Deputy Chief, one Fire Captain and one Fire Lieutenant staff the Training Division. This Division is responsible for the initial recruit training and the continuing training and education of all department members.

There was one eight week recruit school this past year. The class comprised of recruits from Brookline, Dedham, Newton and Norwood.

Seven Deputy Chiefs and nine Captains completed the Intermediate Incident Command System 300 level course. This course will help leaders be better prepared to manage large scale incidents and disasters.

The Division in partnership with instructors from the Town's contracted ambulance provider, Fallon Ambulance Service, provides more than 50 department members with mandated courses of instruction. The Division also conducted the yearly CPR and Semi Automatic External Defibrillators (SAED) re-certification classes.

As always, classroom, drill yard and field training exercises were conducted in all firefighting evolutions such as fire suppression, forcible entry, overhaul, vehicle extrication, self contained breathing apparatus use, ice and water rescue, hazardous materials mitigation, and training with the Metro Fire Mass. Decontamination Unit (MDU) housed at Fire Station 4.

The Training Division is the backbone of our Department and helps to keep our members at the forefront of Fire service delivery capabilities.

Apparatus Maintenance Division

The Apparatus Maintenance Division consists of one Motor Equipment Foreman and one Motor Equipment Repairman. The Division is responsible for the repair and servicing of all Fire Department vehicles. The staff also maintains all auxiliary equipment such as small pumps, fans, hydraulically powered extrication, and forcible enter equipment.

The Motor Equipment Repairman is also a certified Self Contained Breathing Apparatus (SCBA) technician responsible for the maintenance and repair of all SCBA units.

Fire Alarm and Communication Division

Commonly referred to as the Wire Division, this Division is staffed by one Superintendent of Fire Alarms and one Signal Maintainer. They are responsible for the maintenance and up-keep of the municipal fire alarm and communication systems.

Along with all fire alarm boxes, mobile and portable radios, the Division also maintains the fire station radio and vocal alarm communication system. They also work with private contractors on the connection between both residential and municipal alarm systems.



BUILDING DEPARTMENT

Jim Nickerson, Building Commissioner

The Building Department's charge is to oversee all construction, alteration, repair, and demolition of buildings and structures both public and private in the Town of Brookline in accordance with the provisions of the Massachusetts State Building Code, 780 CMR. The Department reviews and issues permits for these activities as well as certificates of compliance, occupancy, and inspection for the various use groups as defined in the building code.

Building, Wire, and Plumbing Inspectors work closely with other departments such as Fire, Police, Health, Engineering, Assessor's, Planning, Conservation, and Historic Preservation to insure that the safety of the public is protected in all buildings and structures in the Town of Brookline, both public and private.

The Department is also responsible for the repair and maintenance and capital improvement program for town and school buildings. Responsibilities include the daily operation of the Town Hall, the Stephen Train Health Center, and the Public Safety Headquarters building.

A total of 6,893 permits were issued for a wide ranging variety of projects from brand new buildings to renovations of existing structures.

The following projects happened in 2007:

- 629 Hammond Street - Hammondswood – construction continued for 59 condominium dwelling units with an underground garage.
- 50-60 Longwood Ave. renovations and exterior improvements.
- 20 Chapel St. Longwood Towers. Renovations and conversion to condominiums.
- 150 St. Paul St. Construction continued on a new building, adaptive re-use of existing structures and underground parking garage for 38 condominium dwelling units.
- 629 Hammond Pond Parkway. Construction continued on 29 condominium dwelling units.
- Construction began on 12 new single-family dwellings.
- 1285 Beacon St. Construction of retail space with underground parking garage.
- 1309 Beacon St. Completion of infill retail building.
- 791 Hammond St. Construction continued on new Athletic Center for Beaver Country Day School.
- Relocation of Town Hall offices to prepare for renovation of Town Hall.
- Began renovation of Town Hall.
- Renovations to Brookline Municipal Pool completed.

The following permits and certificates were issued in FY 2007.

<u>Type of Permit</u>	<u>Quantity</u>	<u>Value</u>
Alterations	933	45,849,977
Bathrooms	142	2,448,604
Electrical	1,430	12,206,318
Gasfitting	991	1,484,640
Kitchens	379	12,691,771
Mechanical	167	4,203,958
New Building	54	36,406,183
New Commercial	1	2,155,000
Plumbing	1,254	5,785,972
Roof Repair	210	4,661,266
Siding	13	237,568
Signs	55	263,479
Sprinkler	17	811,816
Swimming Pools	4	428,485
Temporary	1	17,000
Temporary Tents	67	279,325
Board of Appeals	64	

Certificates Issued:

Occupancy Certificates	286
Certificate of Inspection	329
Builders Licenses	78

Public Buildings

The Public Buildings Division of the Building Department is responsible for all repairs, maintenance, rehabilitation and general upkeep of all Town and School buildings. The support staff provided services to all the Town and School buildings. The Division uses its staff for almost all emergency calls, small to medium size projects, and the completion of those items left over from larger projects. Generally large-scale projects and preventative maintenance is performed by outside contractors. Also, specialized services such as burner/boiler maintenance, fire alarm and glazing services are performed by outside contractors. We monitor buildings through energy management systems – 35 in total now. Approximately 2,000 service orders were issued last year to outside contractors.

There were enormous pressures on the budgets due to ever increasing fuel costs plus costs for supplies and repairs. Working in harmony with the School Department, we were able to craft a Repair and Maintenance Budget that best met the needs of all the schools yet stayed within budget restrictions. The budget received a one-time influx of \$400,000 to help meet the needs for the upcoming year. On the Town side, these same budget restrictions limited the work that could be done. Considering that energy budgets account for almost half of the departmental spending Energy conservation is a high priority for the department. As prices are expected to increase in the coming years the Department is always looking at new ways to conserve energy. New technology is allowing bulbs to be made out of LED lights. These lights are expected to last up to 10 years and use a small fraction of the wattage of even energy miser lights. Several new energy management systems were upgraded. The existing systems – almost 25 years old can not be serviced anymore as parts are becoming scarce. Almost half of Brookline's buildings (36) are having their heat, air conditioning and lights controlled by an energy management system.

Security at the schools was also a focus for the Department. Upgraded keycard systems were installed in a number of buildings. Some buildings had their systems expanded. This allow for better access control and monitoring of that access. A number of schools had energy conservation programs completed – including the Heath, Driscoll, Baker and Old Lincoln Schools. This included new energy efficient bulbs and ballasts plus occupancy sensors. A portion of this work was paid for by NSTAR rebates (\$55,000). The Town also received \$30,000 from Keyspan to help convert the Driscoll School to dual fuel. It is anticipated that oil prices will exceed natural gas prices and thus gas would be cheaper to burn for heat than oil. A number of Town and School Buildings have dual fuel burners to allow the site to switch back and forth between oil and gas as needed.



The Baker School per the request of the School Administration, requested that new floor tiles be installed in the corridors of the 1950 wing. This work was not done during the renovation. There was also painting done throughout the building. The Baldwin School had its office bathroom renovated plus a new heating system installed. The existing boiler was over 60 years old. The new system is dual fuel. One of the largest projects this summer involved the transformation of several of the bathrooms in the school. These bathrooms almost 50 years old and were in tired condition. The tiles on the floors and walls were removed. New walls were installed along with new floors, ceilings and partitions. It is anticipated that the building will be fully renovated as soon as funds are available.

The Driscoll School had its main entrance renovated which included new paint and the sanding of the floors. This entrance dates back to 1910. New carpeting was also installed throughout the hallways.

The Heath School had its Library partially renovated. A wall was removed to create a larger learning space. The Auditorium was also looked at, and it was determined that a new carpet needed to be installed along with new painting, and new lights. The PTO paid for a new stage curtains.

The Lawrence School's main project was repair to the slate roof. The roof is the original, dating back over 70 years. This work was completed over the summer.



Pierce School Windows

The Pierce Primary had new windows installed in the classrooms and staircases. The windows dated back to the 1970's and leaked air badly. The building can now be heated quickly and temperatures can be properly maintained in the coldest weather.

The main building had new lockers installed in the "A" wing. Plans are being developed for more CIP work to include more outside painting of the Primary building, more window work in the main building, plus a new phone system. The lower garage also had a new gate system installed to control security. A new keycard system was installed on many doors.

New Lincoln School had some painting and wallpaper work. The building, almost 15 years old now is still in great shape. This is in part due to a well funded maintenance budget and good staff.

The Runkle School still has a space crunch. It is anticipated that modulares will be installed in the summer of 2008. Work was limited to the building this year due to upcoming plans for its renovation. The Town did secure the assistance of the Norfolk County Sheriff's Office to help with painting the building. This helped to maintain a clean looking building.

The High School's major work included hiring a large private painting contractor to paint a large amount of the spaces of the building. The building is used heavily.



Painting at Old Lincoln School

Town Hall's renovation is on track to be completed in the winter of 2008. Staff was relocated to the Old Lincoln School temporarily. Old Lincoln was modified for the new usage. New wiring, data, walls and paint for the new offices was completed over the summer. A keycard system was recycled from the Town Hall along with a security camera system.

A new handicap bathroom was installed in the lower meeting space of the Coolidge Corner Library. This is part of a larger plan to install a lift at the rear of the building to allow handicap access to the lower meeting room.

The Soule Rec Center had new boilers installed over the summer. A new complete heating system is expected to be 100% operational by the fall of 2008. The new system replaces a 60 years old heating system. The new, modern system uses gas condensing boilers that are highly energy efficient. A lot of work was completed in the Fire Stations. This included new lockers, flooring and painting. Fire Station No 5 is having its windows replaced. The station was completely painted by Town staff.

Building Commission

As required by the Town By-Laws, the Building Commission is appointed by the Board of Selectmen for the Town of Brookline to select design consultants, review and approve plans and specifications, receive proposals, award contracts, and manage all other aspects the Capital Improvements Program. The Building Commission works together with the Board of Selectmen, School Committee, other user agencies and federal, state and local regulatory agencies.



Building Commission

*Top Row L-R: Ken Kaplan, Tony Guigli,
Middle Row L-R: Charlie Simmons, David Pollak, George Cha,
Bottom Row L-R: Janet Fierman, Chair-Woman, Donna Martinez, George Cole, Ray Masak, and Walter White*

The five members of the Building Commission are appointed by the Board of Selectmen and include a registered architect, a registered engineer, an attorney, a licensed builder and a developer. There are two staff people who serve as agents of the Commission and are the Town's day-to-day representatives for the work. They coordinate with various town agencies for study, design, construction and renovations to public buildings. The volunteer Commission members give unselfishly of their time, experience and leadership to implement the Capital Improvements Program.

As calendar year 2007 began, the renovations to the Kिरrane Pool were in the final stages of completion. The Pool opened to the public on schedule in the Spring, as Commission staff worked closely with the Recreation Department, contractor and architect to be sure the project was completed on time and within budget. During the balance of the year the staff continued to work on this project commissioning the system, addressing acoustical issues and on punch list and warranty work.

By March, the exterior renovations to the Coolidge Corner Library were complete with the installation of the special glass sails and completion of the punch list. Additionally, remaining work on the Health Center was completed including punch list items, fixing of leaks and proper operation of the solar panels.

A new approach to the incinerator building at 815 Newton Street was crafted with the DPW after the plan to demolish and build new had been determined not feasible based on cost. The idea now was to demolish the smokestack, provide new electrical service, new roof and interior lighting in the trash transfer area, new garage doors and to close up the metal and glass openings on the building exterior that had been in disrepair. During calendar year 2007, the smokestack was demolished, new electrical service provided, and new garage doors installed. The design of the new roof and the close-up of window openings were completed, with work scheduled to happen in the first half of 2008, along with the interior lighting.

Schools projects included the completion of air conditioning in the Library and three administrative offices at the Lawrence School and slate roof repairs were completed in the summer of 2007. Early in the year, a contract was concluded for Pierce Primary windows and the work was completed in the summer on time and within budget. An engineer was selected for the High School Renovations and design work was well

underway by the end of the year with the project expected to be bid for May 2008 Town Meeting and work to happen in the summer of 2008.



Town Hall Renovations

The Renovations to Town Hall and all of the ancillary things associated with it were the primary focus of the Building Commission and its staff in 2007. The first half of the year was focused on the crafting and implementation of the staff and operations relocation plan, working with the design team to complete the design, prequalify bidders, and bid the project in time for May 2007 Town Meeting. Acceptable bids were received, and the project and funding were approved by Town Meeting. That was the beginning of the actual relocation of departments, staff and operations from Town Hall to the Old Lincoln School, and other satellite locations including the Highway Garage, Water Garage, Putterham Library, and Health Center. The relocation was a complex undertaking that required the cooperation and participation of all staff and departments, relocation experts, contractors to fit out spaces and a host of other participants. This all had to be completed by the end of June so that the building and site could be turned over to the contractor.

Once this was complete, and the contract was executed, work on site began in mid-July. By the end of the calendar year, work on the project was about one third complete, including most demolition and much of the mechanical, electrical and plumbing rough-ins. Additionally, site work, roofing and interior partitions were underway.

Other projects included the completion of the Fire Department Fleet Maintenance feasibility study, and staff began to work with the School Department to select a design team for the Schools Master Plan. The Town was also gearing up for the Renovations to Runkle School with the plan to meet with SBA in early 2008.

In summary, 2007 was a very busy and productive year for the Building Commission and the ground work was laid for a similar 2008, which is expected to see the completion of the Town Hall Renovations and the relocation of all departments back to Washington Street, along with all of the advance planning and work needed to get to that point.

Board of Examiners

The Board of Examiners was established under the former Town of Brookline Building Code to issue licenses to persons in charge of supervising construction in the town. The Board is made up of three members (an engineer, and architect, and a licensed contractor) all appointed by the Board of Selectman. Current Board members are Barnett Berliner and Fred Lebow. The Board meets when required to hold licensing examinations to ensure that all work in the construction, alteration, removal, or demolition of buildings or structures in the town is performed by qualified licensed persons. All of these meetings are conducted under the Open Meeting Law, which requires notice of such meetings be posted to the public and that accurate records of the Board's proceedings be maintained.

During 2007, a total of 0 licenses were issued and 79 existing licenses were renewed.

DEPARTMENT OF PUBLIC WORKS

A. Thomas DeMaio, Commissioner

The Department of Public Works impacts our everyday activities whether it is the placing of a stop sign at the corner of a street, snow plowing in winter, or maintaining the streets and sidewalks for safety. Public Works is involved with many more day to day functions within this Town. The Department of Public Works is responsible for Water/Sewer, Roadways, Engineering, Sidewalks, Parks, Playgrounds, Transportation, Sanitation Collection, Recycling and Snow Removal. Public Works employees provide a high level of service and are generally the unsung heroes of our community. These employees are responsible for making this community a better and safer place.



A. Thomas DeMaio
Commissioner of Public Works

ADMINISTRATION

Management

The Department of Public Works (DPW) divides its multiple responsibilities for the management, maintenance and operations of the Town's infrastructure among five principle Divisions: Administration, Engineering and Transportation, Highway and Sanitation (including Fleet Service), Parks and Open Space (including Forestry, Conservation and Cemetery), and Water and Sewer.

Overseeing each of these Divisions is the Commissioner of Public Works, A. Thomas DeMaio. Together with his management team, the Commissioner establishes both long and short-term policy direction, forecasts annual operations and capital budgets, and structures departmental management and staffing.

Each of these five Divisions is headed by a Director, charged with staff, budget, and management responsibilities that are tailored to the specific public resource under their jurisdiction. Peter Ditto, directs Engineering and Transportation, while Erin Chute Gallentine leads Parks and Open Space. Andrew Pappastergion, serves in the dual role of Deputy Commissioner, as well as Director of the Water and Department of Sewer Division. The Department recently appointed Kevin Johnson as the Director of Highway & Sanitation, Kevin was formerly the Operations Manager of the Division.



Kevin Johnson, Director of Highway & Sanitation

For purposes of departmental scale, Brookline DPW employs approximately 178 full-time, permanent individuals and has an annual operating budget in the order of \$12.4M, excluding the Water and Sewer Division, which is operated as an enterprise with an annual budget of approximately \$23.9M. In addition, DPW Capital Improvement appropriations totaled \$4.7M (including the Water and Sewer Division, in this case) this past fiscal year, with a large percentage of that funding, some \$2.M, dedicated to the Newton Street Landfill project.

Middle Management

While each division within Public Works is lead by a Director, the middle level management structure includes Operations Managers, a Fleet Maintenance Supervisor along with the dual role of the Tree Warden and Conservation Officer, all of which provide support and assistance to the directorial team.

Recently appointed in the position of Transportation Administrator within the Engineering and Transportation Division is Todd Kirrane, formerly the Sr. Clerk of the Division.



Todd Kirrane, Transportation Administrator

Administrative Team

The administrative staff is critical to the daily functions of the Department of Public Works. Situated in Town Hall and at the Division locations, the administrative staff provides support to the entire department.

These individuals provide customer service, and answer inquiries regarding billing, recycling/compost bins, refuse & recycling pick up, public queries regarding work schedules, and permit issuance. Staff also maintain employee payroll and departmental budget/billing records. All invoice payments, requisitions, and purchase orders are facilitated by the administrative staff.

Along with the administrative staff is the Systems Administrator, a vital resource facilitating, installing, and trouble-shooting information and communication technologies deployed by all Divisions.

Public Guidance and Governance

Brookline citizenry play an integral role in Town management, programming and politics through an appointed structure of official Boards and Commissions. The Department of Public Works operates within this vein of public participation, supporting the roles of specific project advisory or selection committees, targeted task forces, and boards or commissions with certain mandated authorities or controls.



Solid Waste Advisory Committee

The following boards and commissions, whose memberships are appointed by the Board of Selectmen, work on a permanent and prescribed basis within the various divisions of Public Works: Park and Recreation Commission; Tree Planting Committee; Conservation Commission; Transportation Board; Solid Waste Advisory Committee; and the Trustees of Cemeteries.

2007 Committees

Override Study Committee (OSC)

The OSC was formed to assess the Town's financial position along with future needs. The DPW provided the Committee with information on the current state of road and sidewalk maintenance and construction as well as additional park maintenance needs. The Committee met several times throughout the year which resulted in a final report to the Board of Selectmen and the public.

Moderator's Committee on Snow Removal

Under the chairmanship of Ronny Sydney, the Moderator's Committee on Snow removal was formed to revisit the Town's responsibility for plowing and sanding sidewalks. After several meetings a final report and recommendations resulted and will be presented at Town Meeting in May 2008.

2007 Highlights

National Public Works Week (NPWW)

The Town of Brookline celebrated National Public Works Week in 2007 with a DPW Open House field trip for all third grade students in the Brookline school system. The Municipal Service Center, the home for the Brookline Highway and Sanitation Departments opened the doors at 8:30 AM and continued throughout the school day. The facility remained open to the public into the evening.



Third Grade Students Enjoy DPW Open House Field Trip

The Engineering, Highway, Park and Water Divisions set up stations for the participants and demonstrated their role in the community. The children toured the Municipal Service Center, participated in a Magic Recycle show, learned how to plant and how street signs are made, viewed the different equipment and trucks used by the DPW, watched the robotic sewer pipe camera in action, learned how to compost, survey and much more.



Students Watch Demonstration

This annual event gives school children the opportunity to interact with DPW employees and equipment, provides education on a variety of plants provided by the Parks division, as well as the opportunity to learn about what's under the street and where the water and waste travels with the Water and Sewer division.



Students View DPW Equipment and Trucks

"Evening with the Commissioner and Staff"

The "Evening with the Commissioner and Staff" annual meeting is held prior to Town Meeting. This annual event is a special forum for a more in-depth discussion of issues concerning the Department of Public Works. Residents attend to address questions, concerns, and comments regarding the operations of the Department of Public Works.

American Public Works Accreditation Program

The Brookline Department of Public Works has completed the self assessment part of the accreditation process through the American Public Works Association (APWA). The purpose of the APWA accreditation program is to provide a means of formally verifying and recognizing public works agencies for compliance with the recommended practices set forth in the Public Works Management Practices Manual. It is a voluntary, self-motivated approach to objectively evaluate, verify and recognize compliance with the recommended management practices. This accreditation program is an intensive effort which, when completed, is intended to strengthen the operational and procedural capabilities of the Department.

HIGHWAY, SANITATION AND FLEET SERVICES DIVISION

The Highway, Sanitation and Fleet Services Division is structurally divisible into four independent, though cooperatively functioning units:

The Highway Section provides for the maintenance of the Town's streets, sidewalks, tree lawns, public pathways, municipal and school parking lots, and paved play areas, along with other roadway appurtenances including curbside benches, litter baskets, fencing, and guardrails. In addition to the surface repair of streets, sidewalks, and pathways, the Highway Division is responsible for the clearing of snow, sand, leaves, litter, graffiti, and other unwanted debris from public ways and facilities.

The Sanitation Section is responsible for the provision of residential solid waste collection and disposal services for 13,271 residential customers and a recycling and recovery program that includes the annual collection of residential household hazardous wastes.

The Fleet and Facility Services Section is charged with the acquisition and servicing of all Town-owned vehicles, outside of the Fire Department's emergency response fleet. In addition, this Section assists in the administration of the Town's taxi licensing and inspection program, as well as the routine physical maintenance of all Department of Public Works buildings, including garages, office, and storage facilities town-wide.

The Traffic Systems Section is accountable for the recurrent maintenance and repair of traffic related roadway appurtenances, including traffic signals at 60 intersections. In total, this inventory is comprised of approximately 1,120 individual signals, all street lights, 2,500 parking meters, 28 school zone warning lights, 8,000 signs, and pavement markings on the more than 200 lane miles of streets throughout the Town.

Highway

The Highway unit is responsible for the maintenance of more than 200 lane miles of asphalt roadways and 150 miles of sidewalks of varying surface types. In this past calendar year Highway continued its effort to make intermediate repairs to roadways and sidewalks in an effort to preserve their surface integrity for the safety of the public and to keep them clean and more aesthetically appealing. The Section continued its program of working in conjunction with contractual services to accelerate the replacement of sidewalks in areas of the Town where pedestrian traffic is heaviest and the sidewalks are in an advanced state of deterioration.

HIGHWAY STATISTICS 2007

Bituminous Concrete	696 tons
Concrete	1277 cubic yards
Leaves Collected	2413 tons
Street Sweeping	1403 tons
Waste Concrete, Asphalt & Gravel	2793 tons
Snow Storms / Events	18
Snow Accumulation	44"
Household Hazardous Waste Day	675 resident participants

Highway Accomplishments:



Public Works Stage Area

- We are currently working out of our newly reconstructed Public Works Stage area located at the transfer station. The new stage area allows us to keep our material separated properly, to load trucks and dump waste material in a more efficient and timelier manner.

- As in the past several years the Highway Division continues its Sidewalk Replacement program. Each year the Town Highway crews have increased the volume of concrete placed. This year we increased another 25% for a total of 1,277 cubic yards for FY07. The continued growth was achieved through training, cross-training, sound equipment, and a dedicated workforce. The ability to sustain this level of productivity is solely based on funding to purchase concrete.



Sidewalk Replacement

Sanitation

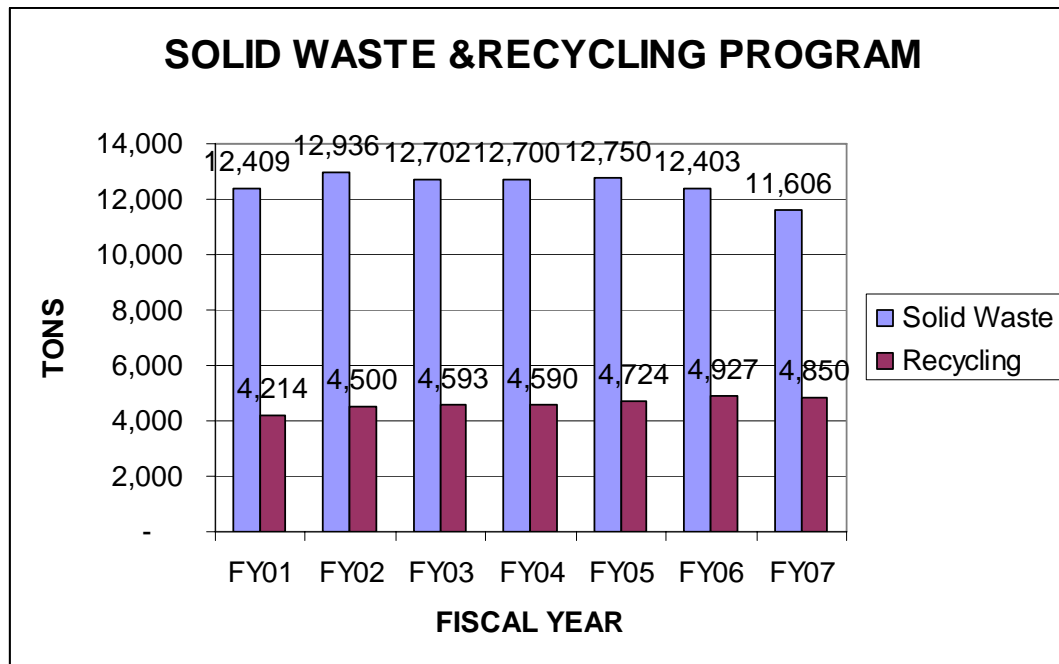
Sanitation Accomplishments:

- Negotiated a new sanitation contract with the Town union that streamlined vehicles and manpower while still providing residents with the same excellent services.
- Opened two recycling facilities. One reopened at Center St parking lot for business recycling only, and another at the Walgreens on Harvard St to take more materials out of the waste stream and to leverage grants for recycling projects.



- Worked with the Solid Waste Advisory committee and the Brookline community foundation on a multitude of projects that including advocating for more public space recycling containers, advertising the 'If you can rip it, you can recycle it campaign', publishing the weekly TAB Recycling Corner, and securing the new solar powered litter compactors.
- Because of a direct agreement the DPW entered into with the recycling process facility FCR, the Town was able to put \$208,500 back into the General Fund. This is an increase of \$28,500 over 2006.
- The sanitation and recycling web site was completely changed and updated. Solid waste was reduced by 797 tons through stronger enforcement and more education.
- The DPW successfully held the annual 2007 HHP day, which took 3,000 feet of light bulbs, 227 TV's and monitor's, 251 tires, and 3,465 gallons of hazardous waste out of the waste stream.

Sanitation Statistics 2007



SOLID WASTE CODE ENFORCEMENT PROGRAM	
Solid Waste Complaints Received (Approx)	450
Inspections/Re-Inspections	1,440
Solid Waste Warnings Issues	1,403
Solid Waste Tickets Issues	1,143
Order Letter Issued	-0-
TICKETS RESULTING IN COURT ACTION	
Dismissed by Court/Issuing Inspector	11
Number of Tickets Outstanding	16
Total Amount of Fines from Outstanding Tickets	\$535
Total Number of Tickets Paid	47
Total Amount of Fines Collected	\$2,720
Number of Waste Haulers Permitted	44
Waste Hauler Permit Fees Collected	\$18,840
SNOW ENFORCEMENT	
Complaints	9
Warnings	38
Fines	2
Dismissed	0

Fleet and Facility Services

The Fleet and Facility Services section of the Division is responsible for the acquisition, inventory, inspection, maintenance and disposal of all mechanized Public Works equipment, with the exception of the Water and Sewer Division's equipment. The Fleet Services Section also maintains and inspects all other automotive / truck equipment within the Town except for equipment operated by the Fire Department. In addition the Fleet and Facility Services section is also responsible for routine maintenance and management of the Municipal Service Center, the Transfer Station and the Parks and Open Space maintenance facility at Larz Anderson Park.

Fleet and Facility Services Accomplishments

- A multi-shift service program was again operational during the fall, winter and spring months. This enabled the section to better serve the needs of all departments. Operating two (2) maintenance shifts during the day improved response time to breakdowns and drastically reduced vehicle downtime.
- Preventive maintenance programs for automotive equipment were refined and intensified to both preserve equipment value and ensure the operational efficiency of each unit.
- A strong and continued emphasis on technical training has benefited the section enormously. By utilizing vendor and manufacturer relationships, technician training has been increased at minimal or no cost to the Town. The increase in training hours has directly improved technician efficiency and productivity.
- Fleet Services has continued to concentrate on improving communication, scheduling and routine maintenance programs with all Town departments, resulting in better and more efficient vehicle maintenance.
- The continued procurement of standardized vehicles has enabled The Fleet and Facility Section to successfully equip the entire fleet of heavy duty snow fighting units with a computerized salt / sand system. This system enables the operator to select the appropriate application rate along with providing accurate and valuable reporting.
- The Fleet and Facility Services Section continued to standardize its vehicle procurement specifications. Adhering to recent standardization guidelines, new and environmentally friendly vehicles are being acquired and utilized.
- In conjunction with the DPW's Transportation Division and publicly appointed Transportation Board, the bi-annual taxi cab inspections were completed. A total of 374 taxi cabs were inspected for vehicle safety and cleanliness.

Fleet Services began the implementation of the fleet module for Cartegraph. The inter-department work order system will further improve customer service, service, quality levels and overall department efficiency

Traffic Systems Accomplishments

Brookline's Traffic Systems Section is responsible for the maintenance of Traffic Signals, Parking Meters, Pavement Markings, Ornamental and Utility Street Lights, Signs, Graffiti, and Sandwich Boards. During fiscal year 2007, along with daily, weekly, and monthly maintenance routes, the division executed work orders issued by the Transportation Division for regulatory sign installation, pavement markings, and parking meter modifications. Responsibilities and accomplishments follow below:

- **Traffic Signals-** The Traffic Systems Division is responsible for the maintenance of the signalized intersections, flashing beacons and school zone flashers.
- **Parking Meters-** The maintenance of parking meters is a daily task of Traffic Systems and during fiscal 2007 the division responded to and repaired over 5,100 requests. Traffic Systems personnel also removed and installed parking meters in areas where Highway maintenance and Engineering construction projects were to take place.
- **Signs and Pavement Markings** - The Town continues to upgrade street signs, stop signs, and poles to meet current Manual of Uniform Traffic Control Devices (MUTCD) standards of text size and retro-reflectivity. The Traffic division completed 40 work orders generated by the Transportation department (181 sign total) and repaired or replaced 150 signs due knock downs or faded signs. The Traffic Division has worked with the Engineering Division on a program to standardize pavement markings throughout the Town. Part of the program is utilizing new marking products like 3M inlay tape and logos.

- **Street Lights** - The maintenance of street lighting is managed by the Traffic Systems Section, this includes ornamental, park, path, and standard street lighting totaling over 4,000 lights. In addition to this, banners, flags and other festive event materials are installed each year.

WATER AND SEWER DIVISION

The Water and Sewer Division operates and maintains the Town's water and wastewater utility systems consisting of 355 miles of main piping and appurtenances that provide the entire population with reliable drinking water, for both domestic use and fire protection, and for the collection of sanitary sewage and storm water drainage. The operation of all three systems is done in strict accordance with all federal, state and local laws, ordinances and regulations to promote the health, safety and welfare of the community.

Under the leadership of the Director, the Division's administrative staff efficiently and courteously handle all water and sewer business functions including payroll, accounts payable, licensing, permitting and customer relations. Over 2,000 requests for information and assistance and nearly 40,000 utility service invoices are processed annually, with over 1,600 billing complaints and inquiries investigated and resolved. In conjunction with the metering section, division staff service and maintain 10,145 water meters. During 2007, the administrative staff reviewed and processed 46 applications for Licensed Drainlayers and issued 64 permits for repairs to sewers and drains. Due to the Town Hall Renovation Project, the Division's administrative offices were moved to the Netherlands Road Facility which has improved the efficiency of the Division's workload.



Netherlands Road Administrative Office

Water Distribution System

Components of the water distribution system include 135 miles of cast iron and ductile iron mains, 2,027 line valves, 1,555 fire hydrants, 10,640 service connections and storage facilities for nearly 14 million gallons of water. During 2007, the Division installed, repaired or replaced 246 service pipe connections, repaired 60 service and main leaks and repaired or replaced 32 fire hydrants, generating annual revenues of \$54,021. In addition, the Division conducted 30 fire flow tests yielding \$7,500 in revenue. Emergency response was provided for 519 service requests and 288 complaints were investigated and resolved for water quality, water pressure, and leakage problems. The Division purchased 2,067.160 million gallons of water from the Massachusetts Water Resources Authority (MWRA), representing an increase of 2.8% over 2006, with average daily usage of 5.663 million gallons and maximum daily usage of 8.376 million gallons. Retail water sales generated \$10,982,796 in revenue.

The Division's Cross Connection Control Program, established in 1989 pursuant to the Drinking Water Regulations of the Commonwealth of Massachusetts, has inspected all high and moderately high risk facilities throughout the Town and identified 1,982 violations requiring the installation of 1,104 backflow

preventer devices on irrigation systems, fire sprinkler systems and high hazard plumbing systems. Annual testing of these devices by Division staff is mandated by state regulations and yielded \$42,445 in revenues during 2007.

Installation of the new radio frequency metering system was substantially completed in 2007 with nearly 10,000 new AMCO water meters and Star meter reading transmitters. The new meters will replace 20 year old meters that have exceeded their useful life. The reading system will provide for increased meter reading efficiency and the ability to collect and process readings twice daily using radio frequency technology that transmits directly to data collectors and the Town's central billing computer. Work will continue in 2008 with the replacement of all water meters in public facilities and schools and large residential and commercial water meters.



New Radio Frequency Metering System

Wastewater Collection Systems

The wastewater collection system is made up of two independent pipe networks. The first consists of 104 miles of separated sanitary sewers and seven miles of combined sewers that discharge through four sewer districts directly to the MWRA interceptors for treatment at Deer Island. The second system comprises 101 miles of storm drains that collect runoff and roadway drainage from 3,296 catch basins and discharge through twelve drainage districts to the Muddy River, Saw Mill Brook, Stony Brook, and the Charles River. The major part of both systems was constructed between 1880 and 1930 and includes pipes sized from 6-inch to 150-inch in diameter.

During 2007 emergency assistance was provided for 122 requests involving broken, plugged or backed up sewers and drains as well as the repair of 23 blockages. Structural repairs were made to 46 catch basins and manholes and 1,015 catch basins were cleaned generating 1,414 tons of accumulated sand, sediment and debris. The Division discharged 3,398 million gallons of wastewater to the MWRA sewer interceptors during 2007, resulting in an average daily flow of 9.31 million gallons, which was a seven percent decrease over the total discharge for 2006. Total operation and maintenance costs for wastewater collection were offset by \$11,517,247 in revenues generated by the sewer use charge, which is assessed based on metered water consumption.

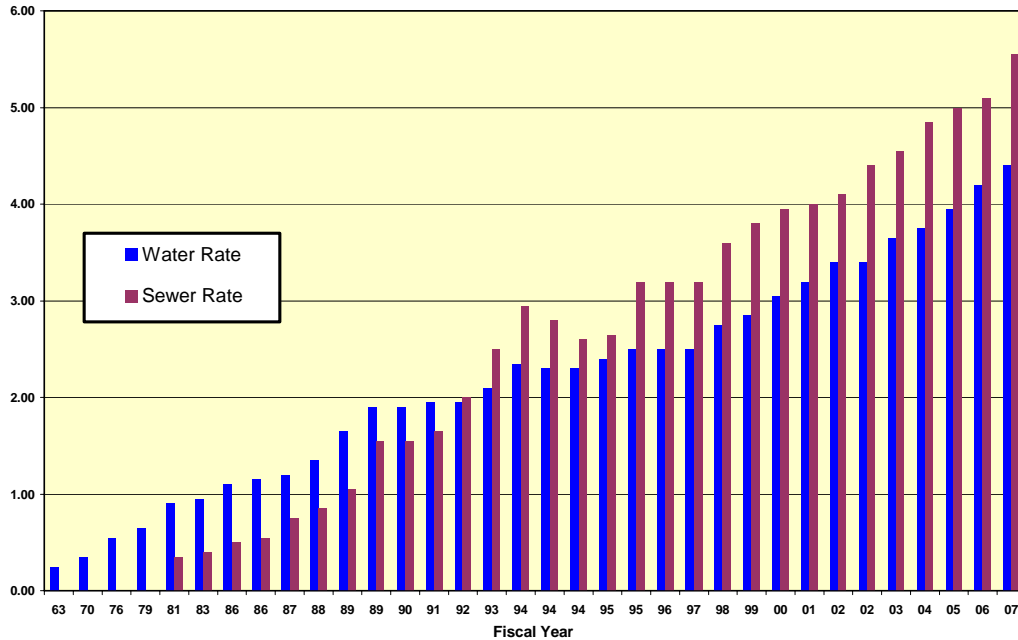
The recommendations of the 1998 Wastewater System Master Plan continue to be implemented. Construction projects to correct sewer system deficiencies have been identified and categorized as: structural improvements, sewer and drain separation, infiltration reduction, 40 hydraulic capacity restoration, and cleaning and TV inspection to identify areas for further investigation and maintenance. Projects are designed and constructed with the overall goals of eliminating sewerage backups into homes and businesses, preventing costly system failures and lowering MWRA wholesale sewerage discharge costs.

During 2007, preliminary design for the MWRA funded Sewer Separation Project in the lower Beacon Street area was completed by the BETA Group and submitted for approval. The grant funds were made available as part of a federal court order to MWRA requiring the reduction or elimination of combined

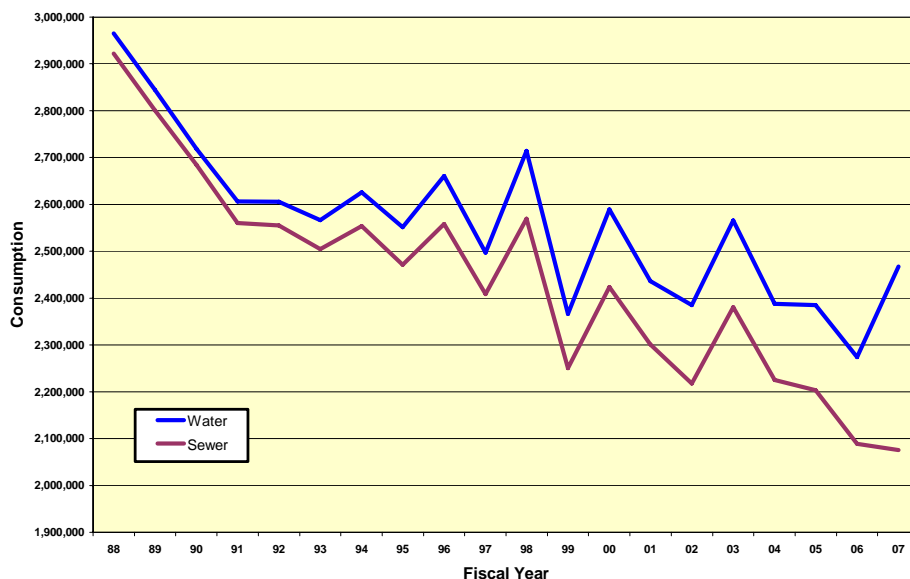
sewer overflows to the Charles River during storm events. It is anticipated that this project will eliminate the remaining eight miles of combined sewers currently within the Town and significantly reduce the total wastewater flows discharged to the MWRA interceptors for treatment at the Deer Island plant.

As a result of increases in debt service for local wastewater projects and increases in MWRA wholesale assessments for water supply and wastewater disposal, the Board of Selectmen increased the retail water rate from \$4.40 to \$4.50 per hundred cubic feet and the sewer use charge from \$5.55 to \$5.75 per hundred cubic feet of water consumed. The new rates represent a combined increase of 3.02% and were effective on July 1, 2007.

Water and Sewer Retail Rates



Water Consumption/Wastewater Discharge



Representation to the Massachusetts Water Resources Authority was provided by Charles P. Barry, of the Engineering Division, who serves as the Town's designee to the MWRA Advisory Board. In addition, Andrew M. Pappastergion, Director of the Water and Sewer Division, continued to serve as a member of the MWRA Board of Directors representing the 61 cities and towns of the Metropolitan Boston service area.

PARKS AND OPEN SPACE DIVISION

The Mission of the Parks and Open Space Division is to develop a clean, green, safe, accessible and well maintained network of parks and open spaces for both passive and active recreational uses that preserves the historic integrity and cultural significance of Brookline's landscape.

Despite the developed character of Brookline and its proximity to Boston, a significant area of the Town is still open. Neighborhood parks and tree-lined streets, as well as grand open spaces such as Larz Anderson Park and the Emerald Necklace Park system, are a signature of Brookline's character. The remarkable presence of this open space is due in large measure to the foresight of earlier citizens. Brookline was greatly fortunate to receive some important donations of land, to have Town leaders who purchased open space for public use, and to have residents with exceptional strengths in this area such as Frederick Law Olmsted, architect of the Emerald Necklace.

The Parks and Open Space Division, in conjunction with the Recreation Department, maintains over 600 acres of public open space, comprising 17 parks, four sanctuaries, 22 playgrounds, land around 12 public buildings, 10 schools, four parking areas, two cemeteries, 41 traffic islands and an extensive network of street trees throughout the Town. The Division maintains 21 multi-use playing fields, 22 tot lots, 19 basketball courts, 36 hard surface tennis courts, and one set of six clay courts. In addition, the Division maintains a full sized outdoor skating facility (the Pavilion), at Larz Anderson Park.



Park & Recreation Commission

2007 Highlights

Landfill Closure and Park Development

The Park and Recreation Commission have struggled with the issue of overused fields and insufficient parkland for over 15 years. The Town currently has a significant shortage of field space. Due to the demand for field space and shortage of fields the Town is consistently over using the fields and unable to allow time to rest and re-establish the turf grass. Even with an aggressive field maintenance program the Town can not develop quality playing fields without resting them. Ultimately, after over nine years of public meetings to discuss the closure of the Newton Street Landfill and proposal for a new 15.15 - acre park; the new park is nearing completion. This park will be the first regulation sized soccer field in Brookline, and the second synthetic turf field. The park was opened for soccer play this fall. Final work on the construction is being completed over the winter and into the spring. A grand opening celebration is being planned for May 2008.

The Town received a \$500,000 grant from the Executive Office of Environmental Affairs to be used in the construction of a park at the Newton Street Landfill site and \$300,000 for a synthetic turf field was provided by the Brookline Soccer Club. This new community park is the first addition to the Town's public open space inventory in over a quarter of a century.

The design for the proposed park facility was the result of a comprehensive public planning process, including a Citizen Advisory Committee on the landfill closures, and a Park and Recreation Commission Design Review Committee for the front landfill park. The focus for the park development plan was to design amenities for all ages and all abilities incorporating both active and passive recreation elements. The other clear benefit of this plan is that it provides access to isolated conservation areas owned by the Town of Brookline, the City of Newton and the Commonwealth of Massachusetts. The Park Design includes:

- A regulation size synthetic turf soccer field
- Pathway connections and interpretive signage to the State's Lost Pond and Newton's Kennard Woods Conservation areas
- A meadow area for wildlife habitat and a passive grassed area for picnicking
- A comprehensive play area for both younger and older children
- Universal access for all
- Ample parking and space for a turnaround and drop off
- Multigenerational use
- Extensive berming and planting of trees to provide a naturalistic landscape
- Picnic areas, shade shelter, benches, trash receptacles, and water fountains
- A comfort station with restrooms and storage
- Plantings that provide wildlife habitat and provide opportunities for nature education
- Numerous walkways and a location for maintenance vehicle access
- Noise mitigation and visual control
- Stormwater management

The opportunity to create a community park with this land is unique and demonstrates the Town's commitment to public open space. The overall Town plan for capping both landfills, improving site conditions and operations at the DPW site, and developing a park facility on the front landfill site will reduce odor incidences, reduce noise, improve water management, improve wildlife habitat, improve aesthetics to the site from the surrounding neighborhoods, connect isolated conservation areas and provide a desperately needed park for active and passive recreation.



First High School Varsity Soccer Game Played at the New Synthetic Turf Field at the Town's New Community Park

Brookline in Bloom

As part of Brookline's tercentennial celebration year, the Parks and Open Space Division planted over 100,000 bulbs around libraries, schools, parks, playgrounds, traffic circles, medians, cemeteries and civic spaces to celebrate the Town's tercentennial. The result yielded a truly remarkable spring. Each year since, the Division has added new bulbs throughout Town as a legacy program. In 2007, the Division planted 40,000 new bulbs. As part of our outreach program, school children throughout Town learned about bulbs and basic plant growth from the Environmental Educator and planted at each of their schools.

The Muddy River Restoration Project

The spine of the Emerald Necklace, the Muddy River, is a 3.5 mile linear park system that integrates reflecting pools, the Babbling Brook, bike paths, walkways, tree-lined parkways, shorelines, historic paths/steps/bridges, and beaches. This unified system of linked parks is one of the most significant historic waterways in the nation.

With increasing regularity, moderate rains necessitate emergency response measures to address storm water overflow. These events inspired a multi-jurisdictional park and public works project to restore the Muddy River's civil engineering structure, flood handling capacity, historic integrity, and ecological vitality.

Phase I of the Muddy River Restoration Project addresses flood control, water quality and wildlife enhancement, and historic landscape rehabilitation. The project saw increased activity in 2007 as the Army Corps Engineers moved the project forward and completed a significant portion of Phase I design. The first significant portion of the construction is expected to commence in 2008.

A special thanks to the Massachusetts Delegation and project partners who continue to work tirelessly for additional resources from the federal government to fund the entire project.

MWRA Fisher Hill Reservoir

In the spring of 2001 a Master Planning Committee was established by the Board of Selectmen to evaluate the reuse potential of the 4.8 acre Town owned underground reservoir and the 9.9 acre MWRA Fisher Hill Reservoir site. The recommended use for the state owned site was a scenic amenity and public park that incorporates an athletic field and passive recreation. The Committee required that the design be compatible with the character of the neighborhood, be handicap accessible, provide a reasonable amount of parking, provide wooded areas for wildlife habitat, protect the historic gatehouse, incorporate an athletic field, and provide pedestrian access. On January 7, 2003 the Board of Selectmen established a Design Review Committee to develop a plan and program for the park with associated costs. The Fisher Hill Reservoir Design Review Committee voted to approve the Park Master Plan as presented by the Halvorson Design Partnership after a series of meetings during 2003. Representative Frank Smizik and Representative Michael Rush are taking the lead to move the House Bill 3942 through the legislature. The bill passed the House of Representatives in 2007 and the Senate in early 2008.

Parks, Schools & Public Grounds

The Parks and Open Space Division provides maintenance for and repair of all play equipment, park furniture, walkways and fixtures in the Town parks, schools and public grounds. The Division continues to plan and implement improvements to the parks, open spaces, fields, fences, and pathways associated with areas that undergo heavy use and deterioration daily. In 2007, school grounds and athletic fields throughout Town were weeded and mulched, shrubs edged and trimmed, grass fertilized and trees pruned. In preparation for the school openings in September, walkways were repaired and swept, plantings at the school entrances were installed, and special attention was given to each of the playground areas.

The following highlights 2007 projects in the parks, schools and public grounds:

Lawton Playground

Construction was completed on landscape improvements to Lawton Playground. The improvements include new play equipment and plantings utilizing a "fairy woodland" theme, a unique granite gateway designed by the sculptor Murray Dewart, a new seating area and entrance from Thorndike Street, a new basketball court, and site furnishings. An opening celebration was held in July, with many contributions of refreshments from neighborhood businesses and a great turnout from the community.



New Play equipment at Lawton Playground

Minot Rose Garden

The Friends of Minot Rose Garden and the Division have established a partnership for the maintenance and management of the recently restored rose garden at Winthrop Park. The garden features over 60 different rose types, ranging from large old fashioned English Roses, to modern striped Hybrid Tea Roses. In 2007, the Town completed the design and bid documents for an ornamental fence to protect and accent the new restored garden. Fundraising was completed in 2007 by the Friends of Minot Rose Garden, the Brookline Community Foundation, and the Town. Installation is scheduled for spring 2008.

Juniper Street Playground

The public design review process has begun for improvements to the Juniper Street Playground. The Division will evaluate ideas for new play equipment, site furniture, plantings, and access to the playground, while ensuring that the proposed improvements meet federal safety and accessibility standards.

Dane Park

The Division completed the Dane Park design review process, and now has a master plan for the park with the first phase of improvements identified. The Master Plan explored alternatives for entry and parking, circulation throughout the park, and interpreting the many natural features, including the park's exceptional geology, wildlife habitat, and plant communities, as well as providing a place for respite and the appreciation of nature. The first phase of work will include a new trail system that will provide handicap accessibility, removal of invasive plant species, and gathering places for outdoor classroom use. Construction is anticipated for 2008.

Soule Recreation Center

Soule Recreation Center has new and expanded play equipment for both toddlers and school age children, as well as an exciting new "splash pad" water play area. The new outdoor facility offers play opportunities for all ages. Public restrooms and a family changing area are being planned for 2008.



Play equipment and splash pad at Soule Recreation Playground

Larz Anderson Park

Work on the Larz Anderson Park Master Plan continued in 2007. The Design Review Committee is continuing to plan for and prioritize park restoration projects with an emphasis on historic walls and structures, access/pathways and roadways, and horticulture improvements. The park perimeter and quadrant of the park along Newton/Pond and Avon Streets are also being reviewed as part of the Master Planning Process. Design Documents were completed for restoration of one of the historic pergolas in the former Italianate Garden at the top of the hill. Construction is expected to start in 2008.

Main Library Grounds

The first phase of construction for the Master Plan for Landscape Improvements to the Main Library and Town Hall grounds began this year, focusing on improvements to the Main Library Grounds. The focus of the master plan was the creation of a landscape consistent with the quality of the main library building renovation that met both the functional and programmatic needs of the library. This first phase is being funded in partnership with the Library Trustees and Friends of the Library, with additional funding from the Chestnut Hill Garden Club for tree planting. The work to be completed includes a handicap accessible path joining the building entry and School and Washington Streets, new seating along the paths, new lawns and plantings supported by an irrigation system, and pedestrian scale lighting.

Amory Park

Construction bid documents were completed for renovation of the ball fields and improvements to universal access within the park. A continuous walking path will circle the ball fields, the fields will be rebuilt with new drainage and irrigation, a new entry with seating will be added from Amory Street, and an accessible route to the comfort station will be provided. Construction is expected to commence in the spring of 2008.

Environmental Education and the Brookline Park Rangers

The Brookline Park Ranger program began six summers ago, as part of a joint program between the Division of Parks and Open Spaces and the Brookline Police Department. The role of the Ranger is threefold: safety, stewardship, and education. The program was initially funded by a grant from the Department of Environmental Management, the Emerald Necklace Conservancy and the Brookline Community Fund.

Due to the success of this program, the Town has expanded the program to include a full time Environmental Educator who offers programs, camps, and activities year round designed to showcase and utilize the history and natural resources of the Town's extensive parks and open space. From interpretive walking tours to creative writing, the Environmental Educator leads a host of activities for all ages. This program is in its third year and has expanded to include a full summer of nature camps. Over 1,200 individuals participate in this program on an annual basis.



Brookline Summer Nature Camp

Cemetery

The initiative of the Cemetery Trustees to improve the maintenance of the Walnut Hills Cemetery has resulted in an increase in the dignity, tranquility and overall appearance of the cemetery. The Trustees have increased their vigilance of the enforcement of the rules and regulations which are included with every deed sold. Town staff and the Cemetery Trustees are referencing the Master Plan for the Walnut Hills Cemetery as their guiding document for improvements.



Trustees of the Walnut Hills Cemetery

In 2007, the front entrance to the cemetery was improved with a larger access drive, relocated parking, and a stone wall along Grove Street. The renovated entrance is more safe, secure and inviting. In addition, the Trustees and Division completed plans for additional burial space at the cemetery, including dedicated sites for cremains. The winter tree care program continues providing for structural pruning and hazard tree removal.

Forestry

The goal of the Forestry program is to preserve and maintain all shade trees along public ways, parks, school grounds, cemeteries, and all other public grounds. The Division provides for the safety of all public ways and grounds through the removal of dangerous limbs and trees and is responsible for replacing trees removed. The total number of trees under the jurisdiction of the Division is reported as more than 50,000. The Town continues to strongly support the tree planting program. In 2007, over 100 trees were planted. This number does not include the Beacon Street Project which added approximately 265 new trees during 2007. A wide variety of trees are planted to insure that species diversity is maintained at a proper ratio. Species diversity helps protect the Town's urban forest from attack by a single disease or pathogen, such as Dutch Elm Disease.

The three-member Tree Planting Committee, established in 1886, supervises the selection, planting and removal of all street trees in Brookline. Hugh Mattison is the chairman of the Tree Planting Committee and is joined by Margie Greville and Daniel John.



Tree Planting Committee

The Town received the National Tree City USA Award from the National Arbor Day Foundation at a spring awards ceremony at Winnekenni Castle in Haverhill, MA. In addition, this year Brookline was selected as one of the few municipalities in Massachusetts to receive a **Massachusetts Sustainable Community Forestry Award** in recognition of meeting six key criteria which are necessary to have a sustainable forestry program. The overwhelming citizen interest in tree preservation continues in Brookline. The Division continues to work with interested citizens, businesses and Environmental Advocacy groups to enhance the care of the urban forest.



Conservation Commission

Conservation

The Brookline Conservation Commission is responsible for the administration of environmental laws and policies, open space protection and management, water management and preservation of natural features of the environment. The Commission administers and enforces the Massachusetts Wetlands Protection Act through its review of permit applications and issuance of Determinations of Applicability, Orders of Conditions, Certificates of Compliance, and Enforcement Orders. The Commission also administers the Federal Flood Protection Program. It initiates and helps guide studies concerning open space, water quality, flooding, and other aspects of local environmental quality. It prepares and oversees implementation of the Town's Open Space Plan and manages conservation areas owned and conservation restrictions held by the Town. The Conservation Commission seeks and administers grants to support the Town's environmental protection efforts, and guides many volunteer maintenance and improvement activities.

The Conservation Commission thanked Adam Kahn for his many years of dedicated service on the Commission and welcomed Attorney Brian Winner who was appointed to fill the remainder of Adam Kahn's term.

Massachusetts Wetlands Protection Act

The Commission worked in 2007 to fully integrate the administration of both the Brookline Wetlands Bylaw and Massachusetts Wetlands Protection Act permitting process into one set of hearings for an applicant whenever possible. The Conservation Commission reviewed a number of projects in 2007, including projects at private residences, the completion of the work associated with the closure for the former landfill on Newton Street, and infrastructure improvements by the MWRA. These efforts allow for a streamlined process for the applicant and more effective protection of wetland resource areas.

Wetlands By-Law

In 2007, the Commission fully implemented the recently approved Brookline Wetlands By-Law. This by-law created local regulatory protection for wetland resource areas that are not currently protected by the Massachusetts Wetlands Protection Act, such as small or isolated wetlands, intermittent streams, vernal pools, and land subject to flooding. In addition the by-law increased the size of the buffer zone around all protected wetlands, so that the Commission can more effectively review proposed construction and site development in these areas, and ensure no adverse impact to wetland resource areas occurs. The passage of this by-law signals Brookline's strong commitment to the protection of our natural resources. During 2007, four projects were reviewed and approved under this new by-law.

Sanctuary Study Committee

On October 16, 2007 the Board of Selectmen voted to appoint a Sanctuary Study Committee to study ways in which the Town may protect town-owned sanctuaries and conservation lands, particularly with respect to the buffer areas surrounding those lands. The Committee is, at a minimum, comprised of one Selectman, Town Counsel or her designee, a Conservation Commissioner, the Conservation Administrator, the Chief Assessor, and a representative from Planning. Upon completion of the study, the committee shall report back to Town Meeting with a set of findings and recommendations on the issue.

Hall's Pond

In the spring of 2007, the Division installed a Vertex 3 subsurface aeration system in the Pond. At the encouragement of the Conservation Commission, the Town incorporated solar energies as part of the design for the aeration system to offset as much of the electricity used by the aeration system as practical.

The aeration system runs during the evening hours to improve the health of the pond. The nighttime electricity use is supplied from NStar, however during the daylight hours the solar panels produce electricity and back feed into the NStar system to offset a portion of the electricity used, thereby reducing the draw off the power grid. During the week of July 9th the Town used 7.1 kilowatt hours of electricity to run the aeration system, and generated 5.7 kilowatt hours of electricity which was fed back to the NStar system

This project is a terrific example of what can happen when a variety of agencies and representatives work together to accomplish a common goal. Through the efforts of the Brookline Community Foundation, the Brookline Conservation Commission, The Department of Public Works, Parks and Open Space Division, the Friends of Hall Pond, and the abutters of Hall's Pond Sanctuary an effort has been made to improve the health of Hall's Pond and demonstrate that alternative energy technologies are a viable option in an urban setting.

Lost Pond

As a component of the conversion of the former landfill to park use the Commission worked on the design and implementation of a new section of trail which now connects the community park with the nearby conservation lands. This new section includes a footpath and two new footbridges.



**Footbridge Crossing from the New Park to
Lost Pond Sanctuary Trail System**

ENGINEERING AND TRANSPORTATION DIVISION

The Engineering and Transportation Division of the Department of Public Works is charged with the management and administration of Town infrastructure, as well as the design and implementation of the vast majority of Public Works' items contained in the Town's Capital Improvement Program (CIP). Town infrastructure would include surface facilities in the areas of all public right-of-ways, such as roadways, sidewalks, traffic signals and parks, as well as those facilities that lie underground, for example, storm drain/sewer systems, water supply lines, and traffic signal/street lighting conduit. CIP projects range in type from roadway reconstruction, to sewer separation, to landfill reclamation efforts.

In order to effectively manage both the diversity and complexity of infrastructure issues for which the Division is responsible, administrative programs and project undertakings are assigned to one of two disciplines: Engineering or Transportation. While it is inevitable, and largely by organizational design, that these two sectors should frequently overlap, the Engineering Section is fundamentally concerned with issues of civil and environmental engineering, while the Transportation Section is devoted primarily to transportation planning and traffic engineering.

Engineering

Division Charges:

Responsibilities of the Engineering section are themselves divisible into five broad categories: Permit Administration and Inspection; Archival Maintenance and Reference; Interagency Coordination and Oversight; CIP Project Management and Engineering and Public Process:

Permit Administration and Inspection

Engineering oversees the issuance of Street Opening and Occupancy Permits, typically given to contractors working in public right-of-ways for utility companies, communication corporations, public authorities, or private property owners. Construction work that would typically require such permitting can be either at the sidewalk or street surfaces, or require digging or trenching beneath these finished grades. Parks and school grounds also demand permit consideration.

The purpose of the permit process is both to protect the public infrastructure (property) of the municipality and to promote public safety. The permit system and associated data base is actively maintained on the Town's network. The system generates revenue through licensing fees, which serve to offset costs of oversight and administration. Division inspectors, with the aid of a pre-application process, determine the type of work, associated charges, and anticipated impacts to material integrity and traffic/parking conditions. In addition, inspectors monitor the work and assure that restoration meets with Town specifications.

Sanitary Sewer, Storm Drain, and Water Supply Connections are also within the permitting purview of the Engineering Division. Following the application procedures, engineered plans and necessary documentation are submitted to Division personnel for review and subsequently, if recommended, for approval by the Director. Generally, these connection permits are associated with parcel developments, capacity and material upgrades, or maintenance when failures occur.

Archival Maintenance and Reference

The Engineering Section maintains record plans of its water, sewer and storm drain systems, including individual parcel connections. In addition, plot plans, or surveyed drawings, complete with bound locations, are maintained for all lands within the Town, whether public or private. These infrastructure and survey documents are kept in an extensive archive, copies of which are available to the public upon request. Along with records of property and Town-owned services, the Engineering archives contain construction plans for all Public Works projects, such as roadways, bridges, and park facilities.

Interagency Coordination and Oversight

The Engineering Section coordinates directly with state authorities, such as the MBTA and MWRA, whose infrastructure is both located in Brookline and serves the community and/or its immediate region. Similarly, Engineering permits and supervises the maintenance, upgrade and installation of utility systems or communication networks, whether publicly or privately sponsored. Significant projects this past year were undertaken by the following State agencies or utility companies:

- MBTA
- MWRA
- National Grid
- RCN, AT&T and ComCast

In addition, Brookline Engineering works closely with the Massachusetts Highway Department (MHD), both in maintaining the integrity and functionality of State-owned Route 9 (Boylston Street through Brookline) and in administering state and federal transportation dollars for local Brookline projects through two programmatic vehicles: the State's Chapter 90 Reimbursable Roadway Funds and the State's Transportation Improvement Program (TIP).

The Chapter 90 program is a recurring annual state appropriation for municipalities, the amount of which will fluctuate annually based on the formulaic tabulation and legislative authorization factors. Approximately \$701,202 was allocated to Brookline in FY'07 through the Chapter 90 program.

CIP Project Management and Design Engineering

The Engineering Section implements projects listed in the Town's CIP, which might entail project planning; feasibility studies; site surveys; design engineering; preparation of specifications and cost estimates; project advertising and bidding; contract execution; and construction administration and supervision. In this capacity, Engineering functions inter-divisionally, serving the professional engineering, architecture, landscape and surveying needs of each of the other divisions within DPW.

Engineering CIP

The following project briefs, which represent CIP items listed in Parks, Water & Sewer, Highways, as well as Engineering and Transportation, offer an overview of the Division's 2007 endeavors:

Roadway Reconstruction – 1.0 miles of roadways were resurfaced or reconstructed, totaling 132,300 square feet and representing three local Brookline streets: Middlesex Road, Buckminster Road and Norfolk Road. 4,031 square yards of new concrete sidewalks were installed on these roads.

Sidewalk Maintenance – Approximately 3,516 square yards of cement concrete sidewalks and accessibility ramps were replaced.

Roadway Maintenance – 981 square yards of bituminous concrete was used to repair (patch) roadway defects and hazards, including lengths of sidewalk that are constructed of bituminous concrete (asphalt), rather than cement concrete, representing a year-end total of 253 tons of asphalt mix applied to overlay roadway or sidewalk segments.

Granite Curbing – 1,389 linear feet of new granite curb was installed.

Asphalt Berm – 4,473 linear feet of bituminous concrete berm (curb) was installed.

Beacon Street Reconstruction and Enhancements - Major construction elements were completed on Beacon Street with the exception of the restoration of the three stairways on the median from Westbourne Terrace and Marion Street. This work and punch list items should be completed by next summer with final inspections and acceptance to follow shortly thereafter.

NPDES Phase II General Permit for Small Municipal Storm Separate Sewer Systems - The National Pollutant Discharge and Elimination System (NPDES) Phase II - Small Municipal Storm Separate Sewer Systems General Permit (MS4GP) is a permit issued to the Town by the US Environmental Protection Agency (EPA) and the MA Department of Environmental Protection (DEP) authorizing storm water discharges. As part of the permit requirements the Town must develop and manage storm water through a series of Best Management Practices (BMPs).

The DPW/Engineering Division is responsible for the preparation and implementation of the Town's Storm Water Management Program (SWMP). The DEP and EPA require a SWMP to contain the following BMPs:

- Public Education
- Public Participation
- Illicit Discharge Detection and Elimination
- Construction Site Runoff Control
- Post Construction Runoff Control
- Municipal Good Housekeeping

Twelve illicit connections were identified, confirmed and corrected in 2006/2007. The investigation will continue as outlined in the Town's agreement with the EPA.

Twenty applications were submitted for Storm water Permits as required by the Town's By-Law which addresses construction site runoff. As a result of the twenty permits, fifty site inspections were made.

For more information on Storm Water Management please refer to the DPW's website www.townofbrooklinemass.com or contact the Engineering Division at 617-730-2139.

Newton Street Landfill - The first phase of the landfill closure project, Corrective Action for Offsite Waste was complete. The second phase, capping of the entire front landfill and a portion of the rear landfill is substantially complete with only punch list items left. It is expected that all required paper work will be filed with the DEP by next spring. The Town continued to evaluate remediation options for the properties affected with ash in the Martha's Lane neighborhood. The property at 34 Martha's Lane was remediated by removing three feet of soil and replacing it with clean fill. This process was conditionally approved by the DEP as being protective of human health and the environment.



Former Newton Street Landfill Site

Transportation CIP

New traffic signals – New signals were installed at the following locations:

- Grove St./Beverley Rd./ Russet Rd
- Grove St./South St
- Grove St./Allendale Rd

Parks and Open Space/Recreation CIP

Soule Playground – New playground equipment and water park was installed.

Walnut Hill Cemetery – New pavement, sidewalks and stone wall were installed at the entrance to the cemetery at Grove Street.

Putterham Meadows Golf Course – New bituminous cart paths were installed on the 5th, 6th, 7th, 8th, 11th and 13th holes.

Water and Sewer (MWRA)

Sewer Separation Project- The Town procured the services of a consultant to design the separation of the sewer and storm drain in the lower section of Beacon Street and Brookline Village areas. This project is being funded by the MWRA with construction starting in November, 2008.

Transportation

In 2007 the Commissioner of Public Works re-organized the Division to improve relations with other departments and increase responsiveness to resident requests and concerns. This new structure has helped the Division filter through the backlog of 300 outstanding resident requests and re-prioritize the five years worth of traffic calming requests while addressing new requests in a timely manner. A Transportation Administrator, Transportation Engineer, and a Senior Clerk Secretary now staff the Transportation Division.

Kurt Fraser is the Transportation Engineer for the Division. In this new position Mr. Fraser investigates resident requests, designs traffic calming proposals, and provides technical support to the Transportation Administrator.



Kurt Fraser, Transportation Engineer

Joshua Layne, Senior Clerk Secretary for the Division, is responsible for public queries concerning transportation rules and regulations and coordinating the Town's overnight, daytime, and temporary permit parking programs.



Joshua Layne, Senior Clerk Secretary

Duties of the DPW - Transportation Division staff include:

- Provide technical support and administrative services to the Board of Selectmen, the Transportation Board, and other Town departments;
- Respond to resident inquiries or complaints regarding traffic or pedestrian safety, parking, and taxi operations;
- Conduct traffic calming, traffic safety, and parking studies; as well as spot studies on the use and placement of traffic control devices and parking signage;
- Oversee the design of intersection and traffic signal improvement projects;
- Manage the Town's parking system (metered and curbside parking spaces) and ParkCard program;
- Administering the resident daytime, guest overnight, resident overnight, and commercial area employee parking permit programs;
- Regulate the taxicab industry and limousine services;
- Assess the impacts of all major new development projects on traffic flow and parking.



Transportation Board

Transportation Board

The Transportation Board, a citizen body of six appointed by the Board of Selectmen, is charged with oversight of the Town's Traffic Rules and Regulations. The Board meets on a regular basis to review and adopt traffic and parking policies, to review and approve various license applications, and to act upon recommendations for traffic safety and parking improvements identified by town residents and Division staff. During 2007, the Board conducted 16 public meetings and took action on 63 traffic, parking, and taxi items under their jurisdiction.

Resident Inquiries

During 2007, the Division received and responded to over 5,000 telephone, email, or written requests for transportation and parking-related information from Brookline residents. The vast majority of these inquiries concerned the Town's parking policies and parking availability.

DPW staff continues to revise and update the transportation section on the Town website www.townofbrooklinemass.com in hopes that more residents will seek answers there to questions they may have before contacting the staff directly. The website provides an up-to-date description of all of the Town's transportation and parking programs, as well as contact information.

Parking Programs

Division staff administer the resident daytime parking permit program, the overnight guest parking program, the overnight resident parking program, the commercial lot permit parking program, the commercial meter permit parking program, the commercial on-street permit parking program, and the temporary parking permit program. They also evaluate and act upon, with the approval of the Transportation Board, all requests for handicapped parking and valet parking spaces. In 2007, the Division:

- Issued 695 resident daytime parking permits
- Issued 162 commercial daytime on-street parking permits
- Renewed the valet parking licenses for three eating establishments;
- Created four handicapped parking spaces for disabled residents in need of convenient parking;
- Issued over 5,000 temporary No Parking/Tow Zone signs to residents and/or contractors to assist during moving or construction periods;
- Issued 1,420 temporary parking permits to residents and others who suffered conditions that qualified them for short-term exemptions to the 2-hour daytime and overnight parking time limits;
- Managed the resident overnight parking program that now encompasses 309 off-street parking spaces in 11 locations, including the new Marriott Courtyard Hotel; rented an average of 120 overnight parking spaces each month;
- Issued 105 commercial meter hang-tags to 64 businesses for employee parking in Brookline Village, and 60 parking permits for employee daytime parking in the Coolidge Corner commercial district lots.

In response to Board of Selectmen guidance, the DPW - Transportation staff designed, administered, and evaluated a trial resident permit-parking program on seven streets in North Brookline. Based on the results of the trial program, staff and the Transportation Board developed and implemented a revised resident permit parking regulation which allows all residents who reside on non-metered roadways to receive a permit exempting them from the 2-hour daytime parking limit on their residential street.

Division staff also worked with Economic Development and local merchants to design and implement a commercial on-street permit regulation allowing merchants the opportunity to receive a permit granting them the right to park on a designated side street within a ¼ mile of their location. In conjunction with these programs, and in an attempt to promote a turnover at short-term commercial area parking spaces, the Division recommended a meter rate increase and revised fine schedule which was approved by the Transportation Board and the Board of Selectmen.

Parking Meter Management

The DPW Transportation Division staff, working in concert with the DPW Highway Division, assumes primary responsibility for managing the 2,417 parking meters located curbside and in the off-street parking lots within the commercial areas. The Beacon Street reconstruction project has required that staff revise the GIS inventory and database that identifies the location, meter number, parking fee schedule, and time limit of every parking meter in the Town. As the Beacon Street project is completed in 2008, this inventory will continue to be updated and then used as the basis for evaluating further changes to the existing parking meter rate schedule.

The Division is also exploring the benefits of installing multi-space meters. Our public parking lots are currently being explored as a possible site. This technology brings the benefits of decreasing the time and cost to collect and maintain our metered system; improving to the aesthetic value of the streetscape by eliminating the number of individual meters and poles; and providing better customer service through multi-lingual instructions and multiple pay options using cash, coin, or credit cards.

Traffic Signals

Both the design of new traffic signals and the operation (phasing and timing) of existing traffic signals fall under the purview of the DPW - Transportation Division. Traffic counts and speed monitor data are also routinely gathered to provide information necessary for traffic signal design or modification. The DPW - Transportation staff also worked with Engineering staff and a consultant during the final design stages of the reconstruction plans for intersections at Grove Street/Allandale Road, Grove Street/South Street, and Independence Drive/ Beverly Road/Russett Road as well as the Beacon Street project.

Taxi Regulation

The licensing and inspection of all taxicabs and limousines operating in the Town of Brookline falls under the jurisdiction of the DPW - Transportation Division and the Transportation Board. As required under the Brookline *Taxicab Regulations*, the entire operating fleet of 185 taxicabs successfully passed a semi-annual inspection conducted by the DPW Highway Division. Upon recommendation of the Division, the Transportation Board, and the Brookline Police Department's Hackney Division took action to protect the residents of Brookline by strongly enforcing the vehicle safety requirements that our taxi fleet must meet during these inspections. Division staff continue to spearhead a Town committee working on a comprehensive review of alternative taxi licensing systems and the feasibility of modifying the taxi business license scheme that presently exists in Brookline. We anticipate the completion of this study and release of a full recommendation to the Transportation Board, Board of Selectmen, and Town Meeting in the Fall of 2008.

Review of Transportation Access Plans

All major new developments in Brookline undergo review for their potential traffic and parking impacts on the surrounding street system, and the adequacy of their access, circulation and on-site parking plans. During 2007, Division staff, in conjunction with our on-call consultants, performed detailed reviews of the traffic impact studies and access plans associated with the three major development proposals, of primary focus was the Children's Hospital development project in Brookline Village. The Division also continued to work with neighbors and developers of the Chestnut Hill Square project in Newton to minimize the impact it will have on Brookline's roadways. In 2008 Division staff expect to continue working with other Town departments and residents to monitor these projects and minimize their impact on local neighborhoods.

Traffic Safety and Parking Regulation

Division staff are always seeking ways to minimize the conflicts between autos, pedestrians and bicycles. The safe flow of traffic on the streets of Brookline is of the highest priority. Economic development and safe traffic flow also depend upon clearly delineated parking areas and adequate signage. During 2007, and as warranted by specific neighborhood safety concerns, the Transportation Board and Division staff authorized a total of 40 sign work orders that involved the installation of approximately 181 new or modified traffic control signs, parking restriction signs, or pavement markings. The DPW and Transportation Board also finalized and adopted new Valet License Regulations to protect neighborhoods from the negative aspects these businesses can have on our public roadways.

Working with the Bicycle Advisory Committee, Division staff secured a \$15,000 grant from the Metropolitan Area Planning Council to purchase and install single and multi bike racks to increase bicycle parking throughout the Town. The 36 new racks were installed in the Coolidge Corner, JFK Crossing, Washington Square, Brookline Village, and St. Mary's commercial districts as well as at Town-owned buildings and public schools as a means of continuing the Town's encouragement of alternative forms of transportation.



New Bike Rack on Beacon Street (St. Mary's Area)

Traffic Calming Program

With the infusion of new staff into the Division, the traffic calming program has become a major focus once again. In general our in-house staff and on-call transportation consultants perform area-wide traffic calming studies in response to traffic volume, speed or parking conditions that might contribute to unsafe vehicular or pedestrian movements. Neighborhood associations or residents living on a particular street will typically initiate such requests for a traffic calming study which is then prepared in accordance with the Town of Brookline; *Traffic Calming Policy and Procedures* manual.

In 2007 DPW - Transportation Division staff continued to monitor the effectiveness of our deployed traffic calming methods including the seasonal speed humps on Kenwood Street in the Coolidge Park neighborhood. Staff also performed speed studies and traffic volume counts at eight locations as well as conducted and finalized plans on three major traffic calming projects which will be constructed in 2008 including:

1. A new pedestrian actuated signal at the intersection of Walnut Street, Chestnut Street, and Kennard Road to improve pedestrian safety in the Lincoln school neighborhood; (the status of all past and present traffic calming projects in Brookline is summarized below)
2. A reconfiguration of the intersection of Washington Street and Gardner Road to improve both vehicular and pedestrian safety; and
3. A new crosswalk on Clark Road at its intersection with Cotswold Road to increase pedestrian safety in the Runkle school neighborhood.

Based upon our funding levels, in 2008 division staff and consultants plan to conduct studies on the following neighborhoods:

1. **Buttonwood Neighborhood** with a focus on improving pedestrian safety and creating safe direct access from the neighborhood into Larz Anderson
2. **Devotion School Neighborhood** with a focus on improving safety of pedestrian routes on Stedman Street, Pleasant Street, and Babcock Street
3. **High Street** with a focus on improving pedestrian safety and reducing vehicular speeds
4. **Carlton Street** with a focus on limiting cut-through traffic in the Cottage Farm neighborhood.

Besides the above projects, pending requests for Traffic Calming include:

Winslow Road	Request that Winslow Road be made one-way away from toward Commonwealth Avenue
Channing Road	Request for speed bumps on Channing Road
Alton Place	Request for speed bumps on Alton Place
Dunster Road	Request for speed study on Dunster Road
Heath Street	Request for traffic calming on Heath Street from Boylston to Hammond
Harvard Street @ Linden Street	Request for evaluation of vehicle sight lines and safety at all pedestrian crossing at all pedestrian crossings on Harvard Street near Linden Street
Pond Avenue	Request for evaluation of vehicle speeds and safety at all pedestrian crossings
Welland Road	Re-evaluation of 2003 vote by Transportation Board to install speed humps at 2 locations
Netherlands Road	Request for traffic calming on Netherlands Road

Recreation Department

Lisa Paradis, Director

The Mission of the Recreation Department is to deliver programs for the Brookline community that provides cultural, social, mental, and physical elements and to ensure that activities take place in well-maintained parks and facilities.



Evelyn Kirrane Aquatics Center

The Evelyn Kirrane Aquatics Center reopened its doors on Friday, May 11, 2007. A grand reopening and rededication of the building was held to celebrate the year long renovation project. The Grand Opening Event included a tour of the facility, historical photos and open swim. Improvements to the facility include a new roof, windows, and ventilation system. The swim lesson and public swim schedules now provide a better defined lesson program as well as over 30 additional hours of open swim during the summer and fall months. The Recreation swim team enjoyed a successful season back at the center with 143 swimmers returning to the team, including a newly formed Parent Advisory Committee of 16 members to help support the fundraising, swim meets, and communication among the team.

The Brookline Golf Club at Putterham was renamed in 2007. The Robert T. Lynch Municipal Golf Course at Putterham Meadows enjoyed another wonderful season. The total rounds of golf remain steady due in large part to a "hands-on" marketing approach and continued improvements to the course. Initiatives include annual participation in the Golf Expo and active involvement in the PGA Growth of the Game programs. The Junior Golf Program continues to show steady growth and is supported by the addition of junior golf tees on the course along with a junior scorecard. The course conditions continue to improve with the daily maintenance and additional golf cart paths allowing for consistent use of carts regardless of the weather conditions. The golf professionals continued to work on outreach and partnerships with the community. Efforts include a Beginner's League, hosting of the Steps to Success "On Par After School" program, as well as offering many clinics offered throughout the summer. The National Recreation and Park Association also awarded Putterham twelve sets of junior clubs through the grant program "Sticks for Kids" which will be piloted in 2008.

The Larz Anderson Skating Rink had one of the finest winters on record last year with great weather and the help of the new compressors that kept the ice in shape all season. The rink was able to open at the beginning of December 2006 and remain open until the first weekend of March 2007. The rink staff created more private rental opportunities for the community to reserve and the result was a large increase in rentals.



Skating at Lars Anderson

The Parks and Open Space division of Public Works works closely with the Recreation Department to provide a well maintained facility. The rink added weekday morning public skate, which allowed the school system to take advantage of the day time hours.

The Early Childhood Soule Recreation Center continues to provide year round programs for children 12 months to pre-kindergarten. Over 45 families participated in the Soule programs this past year. The Parent Teacher Organization continues to add support to the center and the families by sponsoring events including Back to School BBQ, parent workshops, and fundraising efforts. The partnership with the Brookline Schools, BEEP, and participation in the Community Partnership Council enabled the Center to provide additional classroom curriculum including music and literacy specialists. The Soule Center also enjoyed the opening of the new play structures and splash pad which opened in June 2007. The new structures provide the children with an outdoor playscape that is interactive and challenging. The splash pad offers state of the art water play on a regular basis to the children at the Center. The Soule playground and splash pad was a welcome addition to the neighborhood and community at large with daily use at a maximum. The Department provides transportation to many of the off-site programs through a leased school bus. The Department funded the installation of seat belts on the leased school bus to enable the children at the Center to be transported together safely, in addition to the continued use of the passenger vans.

Therapeutic Recreation continued with the athletic opportunities through the partnership with Special Olympics. The Department is also providing a social component to the program as well through bi-monthly evening activities to include movies, dinners, sporting events and dances providing opportunities for students of all abilities.



Lessons in Planting



Planting Daffodil Bulbs

Environmental Education continues to grow throughout the Town with expanded family programs and growth in volunteer opportunities within the Park system. Tulip and daffodil bulbs were planted throughout the Town with 26 Kindergarten classes and 11 Preschool groups engaged in the planting

including a classroom lesson and demonstration lead by the Town Environmental Education & Outreach Coordinator Christine Deane.

The department continued to foster partnerships with the community. The Health and Wellness initiatives through Brookline on the Move provided a Town-Wide Fitness Fair in April at the Downes Field. The event included over 20 partners offering free yoga, tennis, Frisbee golf, dance, and athletics. Minutes in Motion, the employee team-based fitness challenge, continued during the spring with over 350 Town and School employees participating for weekly and team prizes sponsored by the partners of Brookline on the Move. Additional partnerships include the expanded summer camp program with the Brookline Public Schools. The Recreation summer camp offers an afternoon program to those students who are enrolled in the summer school program through BPS Special Services. The BPS Early Education also visited camps to offer support to children in the areas of math and literacy.

The community tennis initiatives continue to be offered at the Waldstein Tennis Courts through the Town tennis provider, NETResults. A "Kickoff to Summer" celebration was sponsored for residents to participate in free tennis clinics as a way of introducing the program and the game of tennis. The event was supported by local businesses and agencies with free giveaways and concessions promoting a healthy, active lifestyle. Additionally, NETResults added a new competitive adult tennis league that meets twice a week.



Community Tennis Program

The Annual Summer concert series continued at the Emerson Park in Brookline Village. The Series includes seven evenings of free outdoor music to the community, with week eight featuring an outdoor movie for the entire family to enjoy. The financial support by local businesses has been phenomenal. Businesses donating to the series can now come to the concerts each week with giveaways for those in attendance.



Summer Concert Series

The department provides referral services to the community through the Shovel Our Snow (S.O.S.) and the Babysitting Referral programs. The community can now also inquire about assistance for seasonal yard work by contacting the Recreation Department to reach a student who may live in their precinct. The referral programs provide a service to the community at minimal cost with fees being set independently by the residents and students.

Brookline Youth Soccer recreational soccer program registers approximately 1100 players each season for youth soccer. The program continues to be a fun, instructional based program that has enjoyed success in the community.

PUBLIC SCHOOLS OF BROOKLINE

William Lupini, Superintendent



Photo by Michael D'Onofrio

School Committee

L-R: Glenn Cunha, Helen Charlupski, Dr. Ira Chan, Rebecca Stone, Dr. Henry Warren (Vice-Chair), Judy Meyers (Chair), Alan Morse, Susan Wolf Ditkoff, Dr. Kevin Lang and Dr. William H. Lupini

The Students and the Schools

The Public Schools of Brookline include eight Pre-K-8 elementary schools, Brookline High School, a comprehensive high school for grades 9 through 12 and an early childhood center. As of December 2007, there were 6,189 students enrolled in the Public Schools – 4,096 in the elementary schools, 278 Pre-School and 1,815 at Brookline High School.

Twenty-six percent of these students have a home language other than English, speaking one of 65 different languages. More than 350 students are English language learners who are served by English learning programs in their schools. In addition to English, the largest language groups represented by the student body are Russian, Chinese, Japanese, Korean, Hebrew and Spanish.

The Public Schools of Brookline continue to be among the highest performing and most respected school systems in the United States. Brookline students are accepted at highly competitive colleges and universities in numbers that are significantly higher than most other school districts.

Brookline is at the forefront of providing quality public education to its residents. However, our stakeholders believe that successful school systems and organizations only remain high performing when they strive for continuous improvement. Therefore, we have many initiatives currently underway in the system to ensure that Brookline will remain at the forefront of education in the Commonwealth and nation. The most prominent example of this work is the Equity Project, designed to eliminate the achievement gap among Brookline's diverse student body. While most of our students achieve at high levels, gaps in achievement remain for low-income children, English language learners, Hispanic students, Black students, and other subgroups. Through the Equity Project, target areas have been identified as critical strategies to raise achievement for all students. These areas include, but are not limited to, increasing opportunities for students to participate in our early education programs, attracting and retaining a more diverse professional and support staff, streamlining support for students in after-school and summer

programs (e.g. homework support), creating better transitions between our preK-8 schools and Brookline High School, increasing our capacity for gathering, reporting and utilizing data, and providing a Brookline experience for METCO students beginning in kindergarten whenever possible. In addition, Brookline is an active member of the national Minority Student Achievement Network (MSAN), a consortium of twenty-five highly regarded school districts dedicated to eliminating the achievement gaps and increasing achievement for all students. The Equity Project has become the overarching plan for the Public Schools of Brookline, and is serving as the basis for an even more comprehensive strategic planning process.

Brookline High School

Brookline High School reflects the high value the Town holds for education, having established a tradition of extraordinary achievement and cutting edge innovation which has earned a national reputation. Serving 1,825 young people, we like to say that we represent the whole world and that we are a laboratory for the future of a global society. Students at Brookline High are from many races, nationalities, cultures, and socio-economic strata. Our students come from 76 nations and speak 57 languages. We are proud of our diversity and feel that we have also created great unity amidst the diversity as our students pursue two common goals – academic success and exemplary citizenship.

The High School thinks carefully about programs for all of its students, from the most advantaged and talented to its most wounded. The unique school culture, which is grounded in the ability of almost all students to be respectful and responsible citizens of their community, provides students with significant freedom and, in return, expects tremendous responsibility. We like to say, "Freedom and Responsibility; Liberty and Duty; That's the Deal!"

Brookline High is characterized by student accomplishments across a broad spectrum of endeavors in and beyond the classroom. In December, 2007, we learned that two graduates of the Class of 2004 – Clara Blattler and Nadine Levin -- were named Rhodes Scholars – two of 32 in the nation! Rob Gibson, Class of 2008, was named Gatorade Runner of the Year in Massachusetts. Almost 40% of our senior class – the Class of 2008 -- was inducted into the National Honor Society, the highest percentage in the history of our school. Thirteen percent of the students in our senior class were named National Merit Semi-Finalists or Commended Students in this national competition.

The Advanced Placement data provides a powerful lesson in "Expectations." At the beginning of the 1999 – 2000 school year, Brookline High School eliminated most eligibility requirements and opened the doors for increased enrollments in AP courses. We now clearly communicate the academic expectations for the course, and, after reviewing the expectations, a student's interest in taking the course is sufficient for entry into the course. This new policy, along with the addition of several new AP courses, resulted in a 145% increase in AP exams taken – from 161 students taking 264 exams to 364 students taking 648 exams. The scores earned today are the same as the scores earned when entry into those courses was far more selective (90% of the AP test takers score 3's, 4's or 5's).

Our MCAS scores continue to show significant improvement. From 2005 – 2007, all sub-groups improved their performance and the historically under-performing groups improved at a dramatically greater rate than the higher performing groups. Our "achievement gap" is narrowing.

Brookline High School takes tremendous pride in its large Career and Technology Education Department, its renowned Performing and Visual Arts Departments, as well as three alternative programs that address the interests and needs of the student community: School-Within-A-School, Opportunity for Change, and Winthrop House.

The High School features the largest interscholastic athletics program in New England, with 74 teams in 40 different sports. Recent graduates include University of Connecticut basketball star Jeff Adrien, Olympic distance runner Jonathon Riley and PGA golf professional James Driscoll. The BHS Men's Cross Country Team won the 2007 Massachusetts and Northeast USA High School Championships and was invited to the Nike-sponsored national meet in Portland, Oregon, where they finished seventh. We also serve the co-curricular needs of our students through an intramural sports program and 55 clubs and student activities.



Brookline High School Cross Country Team

Brookline High School is fortunate to be supported by a knowledgeable and generous School Committee, and three foundations - The Brookline Education Foundation, The Brookline Community Fund, and the BHS 21st Century Fund. We also have an energetic and generous PTO whose Executive Committee is an important advisory body on school policy and practice. Each of these groups supports our professional development and innovative projects that have a national impact.

We pride ourselves on knowing, and teaching all of our kids well.

PROGRAM HIGHLIGHTS

Equity Project 2007-2008

With a commitment to eliminate the racial achievement gap, in 2002 the Public Schools of Brookline launched the Brookline Educational Equity Project: Taking Action, Getting Results. Since its inception, the Equity Project has gained strength by working closely with teachers, principals, and parents. Each school has created an Equity Team to guide the study and implementation of actions at the building level. Within this structure, actions for improvement are developed with teachers, principals, and parents to address issues at the school. Examples of actions and improvements within the schools include: before and after school tutoring, mentoring programs, and parent/faculty "courageous conversations about race and achievement." As a school system, we continue active participation in the Minority Student Achievement Network (MSAN) and its Research Practitioners Council. Through this network, we work with other districts across the nation seeking to gain a better understanding of the complexities of the achievement gap and share successful strategies as we work toward its elimination. A team of BHS students attended the fall 2007 MSAN student leadership conference in Arlington, VA where they networked with students from participating districts and drafted action plans to bring back to Brookline.

Teaching American History Grant: Pursuing Justice

Brookline Public Schools received a federal Teaching American History grant of more than \$900,000 to serve as the Lead Educational Authority (LEA) to more than thirty districts in the greater Boston area. The program, called *Pursuing Justice*, is in the third year of a three-year project that provides a comprehensive professional and curriculum development seminars and workshops for 150 middle and secondary school teachers. The goals of the *Pursuing Justice* program are to deepen the teachers' understanding of American history thorough examining the continuing significance of the Constitution and the Declaration of Independence; learn the analytical tools, research skills, and methodologies to teach American history as a separate academic subject; and develop thoughtful, intellectually strong, and accessible curricula for their students. The program follows another grant program, *Defining Justice*, which provided similar training. In all, the program has provided twenty-two of Brookline's middle school and high school history teachers with stipends and training since 2003. In addition, *Pursuing Justice* has paid for fourteen Brookline teachers to attend other history seminars.

To accomplish the goals of the Teaching American History Grant Program *Pursuing Justice* conducts a content-based seven-day spring/summer institute, a content-based four-day school year program, and a three-day summer curriculum workshop. In addition, the web site (pursuingjustice.org) provides a space

for the project's teachers to share curriculum, have access to web-based resources, and publish their work in an on-line journal.



**Governor Deval Patrick and
Pierce School student Branden Miles**

Program Review

The Public Schools of Brookline is committed to the continuous improvement of all programs and curriculum areas. Historically, there have been different procedures in place for examining our programs and student achievement. Beginning in September of 2004, a new process was established to provide a comprehensive and rigorous examination of our programs with the goal of improving student achievement. This process, *Program Review*, is now in its third year. The process requires the use of established evaluation methods to measure the quality of our school programs and to determine strategies for continuous improvement.

The Program Review process involves four phases:

- *Phase I: Study* – Assess the current state of the program with the assistance of an outside data gatherer. Create a vision for the future with stakeholder input. Determine areas of strength and areas for improvement and begin to plan how to address them.
- *Phase II: Plan* - Create a plan to address the areas for growth and improvement. Define resources and determine available funding.
- *Phase III: Implement* – Put the plan (strategies/actions for continuous improvement) into place with adequate resources and professional development.
- *Phase IV: Review* - Review the process. Check on the progress of the implementation plans. Collect data on the indicators of success.

The work of Program Review for each program/curriculum area is carried out by a committee comprised of teachers, parents, administrators, and the Academic Data Analyst, and is led by the Director of Grants and Program Review and the curriculum/program coordinators for the program under review. Updates on committee work are regularly given to the Deputy Superintendent for Teaching and Learning. Phase I and II reports are presented to the School Committee, along with any other updates/reports as requested.

The following programs are in various stages of the Program Review process:

- *Phase I*
 - Social Studies – began September 2007
 - Performing Arts – began September 2007
- *Phase II*
 - English Language Arts - began September 2007
- *Phase III/IV*
 - Enrichment, Challenge and Support Program – began September 2006
 - Educational Technology – began January 2007
 - Mathematics – began February 2007
 - Visual Arts – began September 2007
 - Physical Education/Health Education – began January 2008
 - Science – began February 2008

Enrichment and Challenge Support Program (ECS)

The Enrichment and Challenge Support Program (formerly the Gifted and Talented Program) is currently in Phase III of the Program Review Process. Throughout the 2007-2008 school year, elements of the ECS Program Review Improvement Plan have been further developed and implemented. Several of these are:

- The improvement in communication about the ECS program's services and supports with parents and the educational community
- The examination and refinement of the consultation between the Enrichment and Challenge Support Resource Teachers and classroom teachers
- The development and implementation of a system-wide Thinking and Questioning mini-unit for all children in kindergarten and grade 1
- The refinement and implementation of a system-wide Critical and Creative Thinking Skills curriculum for all children in grades 2 and 3
- The development and review of a needs identification toolkit
- The drafting of a system-wide policy on grade and subject advancement
- The implementation of the Academic Mentoring Program
- The continued collaboration with other curriculum and program coordinators around issues of supporting classroom teachers
- The consultation with Grade 4, 5, 6 teachers on the revisions and improvements to the ECS extension activities.

These initiatives are being constantly reviewed by the ECS Coordinator and the ECS resource teachers throughout this school year. In March 2008, the ECS Program Coordinator and the Program Review Coordinator will meet to determine the next steps for sharing the updates on these initiatives.

Educational Technology and Libraries

The Educational Technology and Library Department is now in its second year as a combined department. Educational Technology continues its work in phase three of program review. The program's draft update to the K-8 learning expectations is being revised based on recent changes to the state and national standards.

In the spring of 2007 the department initiated a planning process to inform the allocation of new equipment and computer upgrades as part of the 5-year computer lifecycle maintenance strategy. This joint collaboration of the Brookline Help Desk and the Educational Technology and Library Department continues to provide a more effective approach to planning and communication with the schools.

At the high school, the Educational Technology Specialist position is now in its second year. The role provides mentoring, coaching, modeling, and just-in-time support for technology integration. This embedded model of professional development is gaining momentum and is coupled with an ongoing professional development group of about 30 teachers who meet to explore the use of technology to support teaching and learning.

Updates to technology at BHS include new computers in the humanities lab and additional computer stations in the library. The department has been working with the high school curriculum coordinators to discuss technology challenges and needs. These discussions inform planning and distribution of resources.

School libraries continue as active centers that support reading and information literacy throughout the district. Using a collaborative approach, librarians regularly meet with teachers to design and teach lessons that promote the use of print and online resources.

Elementary Mathematics

The goal of the Brookline's K-8 mathematics department is to provide a high- quality mathematics program whereby we meet the needs of our entire student population and require high expectations for academic excellence for all students. We continue to expand our repertoire of curriculum resources and instructional strategies to reach the diverse range of learners. We are now in PHASE III: Implementation of the Mathematics Program Review which is to put a plan in place with a realistic timeline and adequate support. As a result, we have revised our K-6 Brookline Learning Expectations (BLEs) so that they are better aligned with the state curriculum frameworks. We are piloting the *Think Math!* curriculum program

and will fully implement it during the 2008-2009 school year. We are also developing common grade level (K-5) assessments that align with the BLEs.

As a result of program review, the mathematics department has increased the number of full-time mathematics specialists so that each school has a 1.0 FTE mathematics specialist. The mathematics department is continuing to evolve the role of the mathematics specialist, so that we create mathematically literate schools and build capacity for the teaching and learning of mathematics across the district. Mathematics specialists work collaboratively with teachers to identify students' needs as well as their own needs, to adapt lessons, and to differentiate instruction. Through our on-going professional development, both math specialists and classroom teachers have opportunities to examine their practices, generate new ideas, raise provocative questions and construct new knowledge.

The mathematics department is highly committed to setting high expectations and meeting the needs of our diverse learners. In grades K-3, we have a team of math specialists and classroom teachers who are integrating the Assessing Mathematics Concepts Series by Kathy Richardson into their classroom practices. It is a series of assessments used to diagnose what students know and understand about mathematics and provides resources to support identified learning gaps. To better support higher performing students who need greater challenges, we are collaborating with the Enrichment Challenge and Support Department to pilot an enrichment mathematics program and to develop further extensions for the *Think Math!* program. Each year interested students in grades 5 and 6 from each school participate in three town-wide Math League competitions. Our student attendance at and participation in Math League events continues to grow. In grades 7 and 8, motivated mathematics students have the opportunity to prepare for and compete in the national MathCounts program.

Early Childhood

The Brookline Early Education Program is an outgrowth of the Brookline Early Education Project (BEEP), a ten year research project which demonstrated that high quality education for young children enhances their later success in school. All teachers who work in BEEP classrooms hold degrees and certifications in early education. These programs are funded by parent fees, Community Partnerships for Children Grants from the Massachusetts Department of Early Education and Care, and the Brookline Public Schools. Partial tuition subsidy is available to families who qualify.

The mission of the early childhood programs of the Public Schools of Brookline is to provide an inclusive environment where all children from ages three to five can learn social competency, develop cognitive, motor and language skills and expand their understanding of themselves and the world in which we live. BEEP offers a total of 19 inclusive Preschool and Pre-kindergarten programs located in each elementary school, the Lynch Center and Brookline High School. In addition, a specialized program for preschoolers with autism spectrum disorders is located at the Lynch Center. BEEP serves 290 children across town and is supervised by the principal of Early Education and two program coordinators. The Early Education classrooms include children with a range of developmental levels from diverse cultural backgrounds. A small class size, highly qualified teaching staff, and small pupil teacher ratios combine to support children in the early years of their education.

BEEP curriculum is theme based, building upon the needs, strengths and interests of the children, while targeting individual goals and objectives. Visual cues, with pictures and print, are used to depict the daily routine, label interest centers and materials and encourage independence. The classrooms are organized to support a variety of learning styles through the use of interest centers. These centers provide focus for activities which actively engage children and are in keeping with national accreditation standards.

The Public Schools of Brookline act as the lead Agency for the Community Partnership Grant that provides funding for tuition subsidy to early childhood programs for low and moderate income families and for children with risk factors that may interfere with their success in school. This helps ensure that all of the children in Brookline have an opportunity to experience high quality educational experiences prior to entering kindergarten. The grant requires partnership with public and private programs. All programs must meet national accreditation standards to participate. The grant has provided support in music, literacy development, curriculum consultation, behavior and language consultation and professional development. As a result of the grant, Brookline has established a comprehensive early childhood network and improved the transition to kindergarten for all students.



English Language Learner (ELL)

The English Language Learner (ELL) Program provides instructional services to students in grades K-12 who are learning English as a second language. The program is designed to teach students English, to support their academic achievement, to facilitate their cultural and social adjustment, and to assist with parent involvement. Each year, the program serves more than 500 children representing over 35 language groups.

With the passage of Question 2 in November 2002, transitional bilingual education was virtually eliminated in Massachusetts, to be replaced by programs of “Sheltered English Instruction” (SEI). Brookline’s adjustment to this new model has been relatively smooth, resulting in a program name change and some minor adjustments in materials and instruction. Brookline follows an integrative SEI program model: Students work with ELL staff for part of their school day and are integrated into regular classrooms where they participate in instruction and activities with English speaking peers. The amount of integration and support varies according to each student’s needs, grade, and level of English proficiency. In addition, regular classroom teachers are offered professional development opportunities to become trained in working with ELL students and in providing sheltered instruction. ELL staff often work within regular classrooms to assist with instruction. Primary language support, utilized for clarification, is available at specific elementary schools in Chinese, Hebrew, Japanese, Korean, Russian, and Spanish.

ELL students participate in annual state wide English language proficiency assessments, and almost all take MCAS tests as well. We continue to monitor students’ progress on these assessments. In general, ELL students in Brookline are mainstreamed from the program within two years of initial enrollment.

Finally, ELL program staff has completed the development of a comprehensive curriculum guide, grades K-12, that is based on the new Massachusetts *English Language Proficiency Benchmarks and Outcomes for English Language Learners* and a K-12 Placement Assessment System that will be used to accurately determine a student’s level of proficiency and required services.

Special Education

Special education services throughout the district continue to address the needs of identified learners between the ages of three and twenty-two, who require specialized instruction to support access to the curriculum. A wide range of services are provided to meet the individual needs of students, from academic support to related services in areas such as speech, occupational, and physical therapy. In addition, counseling and guidance services help students address issues of adjustment and social/emotional concerns.

Staff members continue to work closely with families in assuring that services needed are identified and provided to students in accordance with applicable mandates. A strong and positive relationship exists between district staff and the Special Education Parent Advisory Council to the benefit of the school system, students, and families.

Strong collaboration with regular education staff is a concerted and deliberate effort to provide services to students in the most inclusive manner to benefit all students within the class setting. Providing consultation and professional development opportunities to both regular education and special education professionals across the district is an active approach to further the joint efforts of all teachers to provide students with support and instruction in the most inclusive, appropriate setting.

Brookline Adult & Community Education

Brookline Adult & Community Education, the largest non-credit public education program in Massachusetts, has expanded the concept of learning throughout the Brookline community and beyond. A program of the Public Schools, it offers a curriculum of over 500 courses in addition to special and on-going civic projects during the fall, winter, spring, and summer. The program, which has grown to close to 20,000 enrollments, provides courses for adults, school children, and introductory language training for new residents and older adults. A broad menu of adult courses are offered that reflect community interest in the world, including Chinese, Japanese, Russian, French, Spanish, Arabic, and American Sign Language instruction. Students discuss world affairs and global investing and explore the ethnic music, dance, and cooking of many cultures.

Courses focusing on philosophical and spiritual awareness and reflection also respond to active community interest. Each term, regular program offerings include humanities, music, dance, exercise, arts, computers, cooking, business, and investment for various skill levels. The highly qualified instructors are drawn from Brookline and neighboring towns, and include artists, entrepreneurs, skilled craftspeople, and professional educators. A number of annual special events such as programs with the Frederick Law Olmsted National Historic Site, and the Public Health Forum, hosted by former Massachusetts Governor Michael Dukakis are presented.

Brookline Adult & Community Education also presents many stimulating special events. During the spring semester, the Threshold Program at Lesley University will present the process of moving from a dependent to an independent lifestyle through a fundamentally unique education program that is curriculum and skill based. The Landmark Student Advocates from the Landmark School increase our awareness and understanding of learning differences. Through video, PowerPoint slide presentation and the students themselves we hear first-hand about how these students recognize and advocate for their own learning styles. The *Thursday Evening Lecture Series* remains as a staple in the program offering cutting edge topics and current issues such as desegregation, presidential election, Autism, aging services, and healing.

The summer is filled with sounds of students participating in our *Smart Summers Program*. This program is an exciting summer enrichment program for students in grades 1-6. Specific programs are designed to meet the children's diverse talents such as *Cybersummer* for students who want to build their own websites, *Theater Arts* for children who love drama, *Curious Kids* for children who like to explore, *Creative Arts* for those who want to experience the arts and *International* for emerging bilingual students to improve their spoken and written English skills.

On-going co-sponsored courses with various town agencies, such as the Council on Aging, Brookline Health, Brookline Parks and Recreation, the Friends of the Performing Arts, National Park Services, the School/Community Partnership, and the Brookline Public Library continue to be mainstays of the program.

Through its proud tradition of public schooling, the "business" of Brookline has always been education. Brookline Adult & Community Education builds on this tradition, expanding the concept of community education to serve the many diverse constituencies that make up the Brookline community. Its goal is to continue to bring the community together in its essential work - education for the improvement of the quality of life for all its members.

LIBRARY

James C. Flaherty, Director

Introduction

2007 was a very challenging year for the Public Library of Brookline. In January, we completed our fourth full year in our renovated Main Library. I am pleased to report that the facility continued to allow us to adapt to the ever changing needs of library users. We receive many positive comments concerning how the building looks and the ease of access it provides to library resources.

Service

Total circulation for all three libraries increased 4.6% in FY 2007. During 2007, we lent more than 80,000 items to other Minuteman Library Network members and borrowed more than 112,000 items from Minuteman member libraries for Brookline patrons.

Our Children's Departments were busier than ever in 2007. Story hours continue to be very popular and we are now offering eight programs each week for children ages one to six. Due to the generous support from the Brookline Library Foundation and the Friends of the Library, we were able to host a wide range of storytellers, magicians, artists and performers at all three libraries. In cooperation with the Children's Book Shop six different authors visited the library to read and sign their books. The popularity of the statewide summer reading program has steadily grown over the past few years and is now a much anticipated annual event for our younger patrons. There were 266,029 items circulated to children last year, accounting for 23% of our total usage.



Alice in Wonderland Event at the Library

The Children's Department is also a great resource for parents and teachers. We currently have available over one hundred booklists on topics ranging from dragons to princesses.

Over the past several years, the library has provided an increasing number of educational and cultural programs aimed at not just children, but residents of all ages. The Reference Department sponsors three discussion groups at the Main Library and one at each branch. Building on the success of the past three years, BROOKLINE READS again encouraged the entire community to read the book, *The Adventures of Alice in Wonderland and Through the Looking Glass*. Through book discussion groups, film and panel discussions thousands of people came together around the themes raised in the book. More than 590 people attended the twenty-six programs that extended over a five week period.

With the help of generous support from the Brookline Library Foundation, we established a Teen Room on the lower level of the Main Library. A Teen Advisory Committee participated in the design and furnishing of the space, as well as helping the staff plan on how the space would be utilized. This space is dedicated to young adults aged 13-18 and features special furniture and displays designed to appeal to teens and to provide a welcoming space. The reorganization of the collection also allows for expansion of teen resources, including access to computers and library catalogs and databases within the room.

More and more information is now available in electronic format and the library has made every effort to provide access to our users. Some of these services are paid for by the State or the Metrowest Regional Library System and others are made available through our membership in the Minuteman Library Network (MLN), which is a consortium of 41 public and academic libraries who work together to enhance service for library users. MLN has a web site (<http://www.mln.lib.ma.us>) that provides links to many useful Internet resources. Many of the databases available at the library may also be accessed from your home by visiting the MLN web site or the Brookline Library's web site at (<http://www.brooklinelibrary.com>). State budget cuts have led to the loss of several of these databases in recent years. In spite of these cutbacks, the number of hits the remaining databases receive continues to grow as their availability and value becomes more known to library users.



Library Board of Trustees

Trustees and Staff

The year brought more changes to the composition of the Board of Library Trustees than has taken place in many years. In late February, after serving the past 21 years as a Library Trustee, Paul Katz passed away. Paul was a kind, thoughtful, and caring individual whose love and appreciation for the library were immediately apparent to anyone who met him. He will be missed by us all. At the May election, Michael Burstein, Dennis Geller, and Roberta Winitzer were re-elected. In addition, Judith Vanderkay was elected to fill the seat left vacant by Mr. Katz' passing. At this same election, Jesse Mermell, who had served two years of a three-year term as a Trustee, was elected to the Board of Selectmen, resulting in another vacancy. On August 7, Mary Sullivan was elected by a Joint Convention of the Selectmen and Library Trustees to fill the vacant seat until the next election. In September, Philip Kong moved out of the country, leaving yet another vacant seat on the Board. In October, Regina Healy was elected by a Joint Convention to fill this vacancy until the next election. In November, after serving the more than eighteen years on the Board, Dennis Geller moved from Brookline and resigned from the Board. Dennis had a rich understanding of the role a library can play in a community and was the driving force behind many of the positive changes that have taken place during his tenure. He will be missed.

Full time staff work 37 hours per week, including evenings and Saturday and Sunday hours. Educational backgrounds include English, history, literature, children's literature, mathematics, biology, music, and computer science with 28 of our employees holding Masters' Degrees in Library Science.

The year saw a number of staffing changes. In January, Clare Murphy, a Library Assistant III in the Children's Department for the past two years resigned. Later in the year, Stacy Cannatella who had been working on a part-time basis in the Children's Room was promoted to fill the vacancy. In addition, after serving many years as a part-time substitute Librarian, Maureen Sullivan was hired to fill the position of Librarian I in the Reference Department on a permanent basis.

In addition, two long term employees retired in 2007. Joan Magnusson served as a Library Assistant II in the Technical Services Department for 42 years. Although she did not work directly with the public, her long service behind the scenes is greatly appreciated. Noreen Drain was a Library Assistant II at the Main Library for 23 years. Noreen was very well known to hundreds of library patrons due to her outgoing personality at the Main Library Circulation Desk.

Friends of the Brookline Library

The Friends continued to hold their ongoing book sale in the lobby of the Main Library. Due to the hard work of a small team of volunteers, and the added space available in the lobby, this "honor system" sale is more profitable than ever.

The Friends use their revenue to enhance library service. As mentioned above, one of their primary focuses has been to sponsor an increasing number of educational and cultural programs for children. They also jointly sponsor a number of programs with the Trustees. In 2006 the Friends began to offer ESL conversation groups for residents for whom English is a new language. More than 50 individuals are regular participants in one of the four groups that meet in all three libraries.

The Friends are always looking for volunteers to help with the events discussed above as well as with other ongoing activities. Please ask for a brochure the next time you visit the library, or visit <http://friendsofthebrooklinelibrary.org>.

Brookline Library Music Association

The Brookline Library Foundation was incorporated in 1999 as an independent non-profit 501 (c) 3 corporation, whose initial purpose was to raise funds in support of the renovation of the Main Library. Having fulfilled their pledge to raise \$4 million for the Main Library renovation project, the Foundation continues to raise funds through an annual mailing and its annual Winter Gala. Last year's Gala was attended by more than 400 people. Funds will be used to supplement programs and services at all three libraries.

Brookline Library Music Association (BLMA)

BLMA sponsored its regular schedule of six concerts in 2007, its 56th year of offering free music to the citizens of Brookline. The series drew more than 600 enthusiastic music lovers. The concerts featured many types of music, ranging from jazz to classical.

Facilities

With the renovation of the Main Library behind us, much of our focus the past few years has been directed to the branch libraries. Having completed a major project at Coolidge Corner, in 2007 design work was completed to make similar enhancements to the Putterham Branch. Originally scheduled to begin in the summer of 2007, this work has been delayed in order to allow the Brookline Assessors' Office to utilize the Putterham Library meeting room as office space during the renovation of the Town Hall. Work began in June to upgrade and improve the landscape on the School Street side of the Main Library. When completed in the spring of 2008 the area will include new benches and paths as well as a new lawn and plantings.

Challenges

While we are very pleased with the public's enthusiastic response to the many services we offer, keeping up with patron demands is a real challenge. Based on the dramatic circulation increases seen over the past few years, we were authorized to hire an additional Library Assistant in January of 2006. This was our first increase in staffing in more than 20 years. While this helped for a short time, it was offset by the loss of a full-time position as the result of an early retirement and the Town-wide hiring freeze in March of 2007. We continue to rely on a growing number of volunteers working behind the scenes to assist the staff in providing high quality library service. We now have in place a volunteer who recruits, trains and places other volunteers. We also employ eleven work-study students. Under this program, college students are paid by the Federal Government, through the college's financial aid office, with the Library paying only a modest percentage of their salary. This year, we employed students from Boston University and UMass. Boston.

Conclusion

I want to thank the library staff for their continued strong efforts. The Trustees and staff greatly appreciate the ongoing support the library receives from the Board of Selectmen, Advisory Committee, Town Meeting, and other municipal departments. In addition, without the strong support of the Brookline Library Foundation and the Friends of the Library, we would not be able to provide the level of programs and services that we have over the past several years. Most importantly, however, we want to thank the citizens of Brookline, for demonstrating how important a part of the community they feel the Public Library of Brookline is by their ever increasing use of our services. We look forward to 2008.

PLANNING AND COMMUNITY DEVELOPMENT

Jeff Levine, AICP, Director

The Department of Planning and Community Development is responsible for managing and coordinating development review, zoning, subdivision, design review, capital improvement, housing, historic preservation, economic development, and the Community Development Block Grant program. The Department provides support to the Planning Board, Board of Appeals, Housing Advisory Board, Economic Development Advisory Board, Preservation Commission, and other appointed committees and task forces.

The Department's mission focuses on providing and facilitating the highest level of service to Town residents, businesses and institutions through timely communication and encouragement of active citizen participation; strategic and proactive planning and zoning to appropriately guide and manage short and long term development, redevelopment and capital investment; conservation of cultural, historic and environmental resources; preservation and expansion of affordable housing; initiation of economic development programs and projects to support business opportunities and the enhancement of commercial areas; and, most importantly, improvement of our community's overall quality of life.

With the departure of Economic Development Director Catherine Cagle in 2007, the Board of Selectmen examined the Economic Development Office's organization and decided the Town would benefit if the office was fully integrated into the Planning and Community Development Department. The Department is looking forward to working closely with the Economic Development Division, and expects this organizational change will result in a cohesive department with improved communication between divisions that are often working together on planning initiatives.

Jeff Levine, AICP, is the Director of Planning & Community Development, and is supported by two Assistant Directors: Polly Selkoe, AICP, Assistant Director for Regulatory Planning; and Joe Viola, Assistant Director for Community Planning. Ms. Selkoe supervises the planning/zoning work of the Department as well as the historic preservation division. Mr. Viola supervises the affordable housing development work, the Community Development Block Grant program, and other major initiatives of the Department such as the Gateway East/Village Square project and the Fisher Hill Town Reservoir plan. Marge Amster is the Acting Economic Development Director, and supervises the Department's work to support commercial areas, such as the 1st Light Festival, and facilitate new commercial development projects.

MAJOR ACCOMPLISHMENTS IN 2007

The Department of Planning & Community Development initiated or completed several significant projects in 2007. In addition to the ones listed below, these include the following:

1. The Department, working with the Coolidge Corner District Planning Council, completed the development of a district plan for the Coolidge Corner area. This project came out of the Comprehensive Plan, which recommended that district plans be developed in major commercial/residential nodes of the Town. The overall district plan process was managed internally, and resulted in zoning, transportation, economic development, preservation, and open space recommendations for the Coolidge Corner area. The Department used a Smart Growth Technical Assistance Grant from the state to hire a consultant to look at three possible redevelopment sites in the heart of Coolidge Corner, and also hired a transportation consultant to work on overall issues of parking and circulation. These consultants' findings, as well as the council's recommended action plan, are published in the district plan.
2. In cooperation with the Board of Selectmen, the Department began implementation of the *Gateway East Public Realm Plan*, which proposes a series of public improvements in the "Gateway East/Village Square" area identified in the Comprehensive Plan. A Citizen Advisory Committee guided the work of design and transportation professionals in creating this package of improvements that will increase the livability of the area, including significant pedestrian and bicycle access improvements. As part of these improvements, an at-grade signalized crosswalk will replace the obsolete pedestrian bridge at 10 Brookline Place. This project is currently in the design and engineering phase and a final design is expected to be complete by late summer 2008. In addition, a subcommittee of the Citizen Advisory Committee developed concepts for improvement to the concourse at Station Avenue and the Brookline Village MBTA station, for which a final design is complete and construction will begin in the spring of 2008.



Gateway East/Village Square

3. With both the development of new affordable units through inclusionary zoning and the conversion of existing market-rate units, the Department continues to add units to the Town's affordable housing stock by overseeing the sale of affordable housing units to qualified families. This included the acquisition and conversion of four existing units at 1600 Beacon Street into affordable units. The Department expects a number of units developed through inclusionary zoning to become available in early 2008, further increasing the Town's affordable housing stock.
4. With the active involvement of Zoning Administrator Michael Shepard, the Department's management of the development review process has improved in responsiveness to concerns and questions from both residents and applicants. The Planning Division and the Building Department are working closely together to ensure the Zoning By-law is enforced, and that what is constructed corresponds accurately to the plans that are approved by the Board of Appeals.

The Department's professional and technical staff is organized into three areas: Regulatory Planning, Community Planning, and Economic Development. Regulatory Planning includes the Planning/Zoning division and the Historic Preservation Division. Community Planning includes the Housing Division and the Community Development Division. Administrative and clerical support for the Department is provided by Linda Hickey, Senior Clerk Secretary, and Derick Yung, Community Development Secretary.

REGULATORY PLANNING

Regulatory planning activities – consisting of the planning and historic preservation functions – are managed by Assistant Director Polly Selkoe, AICP.

Planning Division

Mission

The Planning Division, in addition to serving as staff to the Planning Board, Design Advisory Teams, Zoning By-law Committee, Sign By-law Committee, and other appointed committees, guides applicants through the special permit, variance, and design review processes, and represents the Planning Board at Board of Appeals hearings. The Division also prepares façade and sign design review reports and presents them to the Planning Board for its approval. In addition, the Planning Division prepares and implements the Town's Comprehensive Plan and conducts research, studies and plans to guide physical development and capital investment in the Town.

Staff

The Planning Division is staffed by two full-time Planners, Lara Curtis and Adam Serafin, who facilitate design review of all signs, facades, and wireless telecommunications in the Town and aid the Planning Board and Board of Appeals in the special permit and variance approval process for development proposals. They also formulate protective conditions to minimize development impacts, and these are typically incorporated into the Board of Appeals approval decisions. Also working with the Planning Division is Michael Shepard, the Zoning Administrator, who serves as liaison to the Building Department, oversees developments during construction, and

works to ensure that there is compliance with the conditions required in Board of Appeals decisions.

Planning Board

The Planning Board is a five-member citizen committee appointed by the Board of Selectmen. The Board holds evening public meetings approximately every two weeks to consider and make recommendations on all Board of Appeals cases. The Planning Board, on a quarterly basis, facilitates a public forum at the beginning of its evening meetings to give citizens an opportunity to raise planning issues that are of concern to them. The Board also reviews all proposed commercial signage and awnings, façade alterations, and wireless telecommunication facilities proposed for the Town. Current members include: Kenneth Goldstein, Chair; Mark Zarrillo, Clerk; Linda Hamlin; Steve Heikin and Jerome Kampler.



Planning Board

L-R: Steve Heikin, Ken Goldstein, Linda Hamlin & Mark Zarrillo

The Planning Board also convenes Design Advisory Teams to evaluate the design aspects of large development projects and chooses Board members to serve as liaisons to other Town Committees, such as the Housing Advisory Board, the Coolidge Corner District Planning Council, the Zoning By-law Committee, and the Sign By-law Committee.

Development and Design Review

Design Advisory Teams were appointed by the Planning Board to assist in its design review of three new proposed developments: a new 16-unit condominium building at 310 Hammond Pond Parkway with underground parking; an office and retail development at 888 Commonwealth Avenue, adding two new stories to an architecturally-significant single-story building; and a new medical office building with underground parking at 111 Boylston Street, the former Red Cab facility. Numerous hours were spent by these Brookline architects, design professionals, and neighborhood representatives, who volunteer their time to help ensure that neighborhood concerns are addressed and that the development will enhance the overall appearance of the Town.

In addition to the Planning Board's review of the major impact development proposals above, other reviews of 2007 Board of Appeals cases included: a modification of the hours of operation for the Senior Center; a new restaurant at 455 Harvard Street; a large addition to the Park School; two new five-unit buildings at 74-76 Green Street; the conversion of an historic former fraternity house into lodging for Children's Hospital; the construction of a new structured parking level at 1600 Beacon Street; a new four-unit building at 51 St. Paul Street; the conversion of carriage barns into new units at 92 High Street and 26 Chestnut Street; a new addition to an historic single-family home and conversion of two carriage barns for a total of five residential units at 63-71 Harvard Avenue; and multiple requests for additions, dormers, basement conversions, decks, and new driveways.

Design review of commercial signs, awnings, façades, handicap ramps, and wireless telecommunication facilities are also an important part of the Planning Division and Planning Board's responsibilities in order to preserve and enhance the attractiveness and viability of the Town's commercial areas.

Renovated façades were approved for Panera Bread at 299 Harvard Street, Star Market at 1717 Beacon Street, Town Hall at 333 Washington Street, Medical Area Federal Credit Union (MAFCU) at 365 Boylston Street, Hyde Park Savings Bank at 1337 Beacon Street, Orinoco at 22 Harvard Street, and two new Citibanks at 880 Commonwealth Avenue and 295 Harvard Street. Additionally, various freestanding and façade signs and awnings were approved on Beacon, Boylston, Harvard and Washington Streets, and Commonwealth Avenue.



Panera Bread



Be Good

The Planning Division plays a key role in facilitating the review and approval process of proposed zoning warrant articles. In Spring 2007, Town Meeting approved three Zoning By-law amendments proposed by the Planning and Community Development Department and recommended by the Zoning By-law Committee, including one that established a new three-family zoning district (F-1.0) and rezoned several properties from an M zone (multi-family) to the F zone in the Coolidge Corner area. This zoning amendment was a product of the Coolidge Corner district planning process, which produced a District Plan in the spring. The other two approved amendments included a rezoning of six properties along Clyde and Dale Streets from local business to two-family residential, and a modification to the By-law's "Rebuilding After Catastrophe" section enabling the rebuilding of non-conforming buildings damaged by catastrophe by right if no non-conformity is increased. The Planning Division staff provided extensive research and technical support to the Zoning By-law Committee.

In Fall 2007, the Planning Board reviewed and made recommendations on four zoning amendments, all of which were recommended by the Zoning By-law Committee and approved by Town Meeting. Two of these zoning amendments specifically involved Coolidge Corner: the rezoning of more multi-family zoned properties to the F zone, and the creation of the Coolidge Corner Design Overlay District, which requires a design review special permit for proposed demolitions in the overlay area. The other two approved amendments modified the use table to limit the number of single-family attached dwellings on one lot in T-5 and T-6 zoning districts to two; and clarified what public benefits would qualify for floor area bonuses under the By-law's Public Benefits Incentives section. The Planning Division staff continues to work with the Zoning By-law Committee on future zoning issues and possible amendments.

Preservation Division

The Brookline Preservation Commission is responsible for the educational, cultural, physical, economic, and general welfare of the public through the preservation of the historical and cultural assets of Brookline, including buildings, sites and districts of historical and architectural significance. The Commission works to encourage the development of appropriate uses and settings for such buildings and places.

The Commission, appointed by the Selectmen, consists of Sheri Flagler, Chair; James Batchelor, Vice-Chair; Gary Gross; Wendy Ecker; Ashling Fingleton; and Elton Elperin. Commission alternates include Emily Livingston; Dennis Dewitt; Steve Kanes, and Linda Leary. Ms. Fingleton, Mr. Kanes and Ms. Leary are the Commission's new members appointed in 2007. The Commission lost two members, one through retirement, Peg Senturia, and one through death, George Garfinkle. We mourn the loss of Mr. Garfinkle, who brought extraordinary expertise as well as humor, compassion and patience to our proceedings. This past year, the Commission was lucky to have the services of intern Natalie Schmitt-Wampler, who organized the office files and provided immeasurable

support. Greer Hardwicke and Roger Reed, Preservation Planners, serve as staff to the Commission.



Preservation Commission

*Front row L-R: James Batchelor, Sheri Flagler, Steve Kanes, Ashling Fingleton
Second row L-R: Dennis De Witt, Bruce Cohen, Roger Reed, Greer Hardwicke*

Local Historic Districts

The Town has five Local Historic Districts: Pill Hill, Cottage Farm, Graffam-McKay, Harvard Avenue, and Chestnut Hill North. At its monthly meetings, the Commission reviews any exterior design changes and issues Certificates of Appropriateness, Non-Applicability or Hardship for exterior work. This past year the Commission acted on 98 applications, including the construction of major rear additions on three houses.

Demolition

The Preservation Commission also administers the Town's Demolition Delay By-law, which charges the Commission to determine if properties are historically, architecturally, and/or culturally significant before a demolition permit is issued. If a property is deemed significant, the Commission pursues alternatives to demolition with the participants. The approved modifications to the By-law that expanded the definition of demolition, adding as eligible for review interiors of public buildings on the National Register and increasing the time of stay of demolition from 12 months to 18 months for National Register properties, became operable this year. In 2007, the office reviewed 32 demolition applications, 10 of which resulted in the imposition of a stay of demolition.

Preservation Awards

This year's 18th annual Preservation Award ceremony was once again held at 43 Hawes Street, the renovated residence of George Wightman, now part of Wheelock College. The year's honorees included the owners and organizations responsible for the rehabilitation of 18 Hart Street, 58-60 Davis Avenue, 26 Thorndike Street, 455 Harvard Street, 130 Essex Street, the Stoneholm at 1514 Beacon Street and Monmouth Park.



112 Thorndike Street



The Stoneholm

Certified Local Government/Design Review

As a Certified Local Government, the Commission reviews projects involving National and State Register properties. The Commission continued to monitor the dredging and restoration project for the Emerald Necklace, and participate in the planning process for the disposition of the two historic Fisher Hill reservoir sites, both sites listed in the National Register of Historic Places. Additionally, the staff worked with the Department of Public Works on the reconstruction of Beacon Street, and reviewed five telecommunication installations, including another installation at the Brandegee estate and one at the chapel at Holyhood Cemetery. As part of its Programmatic Agreement involving Community Development Block Grant monies, the office reviewed the window upgrades at the Brookline Community Mental Health Center on Garrison Road.

Historic Properties

The staff worked with the Building Department and the Brookline Historical Society to maintain the historic Town-owned properties. This year included repairing windows and painting the exterior at Putterham School and the selection process of the new curator at the Devotion House.

Design Review for Planning Board

The Commission continues to work with the Planning Division on cases that come before the Planning Board and involve properties listed in the National Register of Historic Places. This included the carriage house at 26 Chestnut Street, the Shannon House at 76 Sewall Avenue, the house and barn development in the Harvard Avenue Local Historic District, and the rehabilitation of the Queen Anne House at 241 Kent Street for Children's Hospital. The Commission also consulted with the Planning Division on over eight other major design cases.

The Commission continues to work with the Planning Division and the Coolidge Corner District Planning Council to address neighborhood preservation issues surrounding development in the area.

Other

The staff responded to over 650 inquiries for information and advice, including historical and genealogical inquiries. Among those assisted include Holyhood Cemetery, Public Library of Brookline, Department of Public Works, Brookline Historical Society, Brookline School Department, The Boston Globe, The Brookline TAB, Harvard Graduate School of Design, Brookline Magazine, and the High Street Hill Neighborhood Association.

The Henry Hobson Richardson house, previously listed on the National Trust for Historic Preservation's list of 11 most endangered properties, has been purchased and the majority of its historic fabric will be saved.

The Commission received funding from the Massachusetts Historical Commission for a survey and planning project to research the houses built in Brookline from the 1930s to the 1960s. Consultant Kathleen Kelly Broomer is working with the staff on the project.

COMMUNITY PLANNING

Community planning activities, including affordable housing and the Community Development Block Grant (COBG), are managed by Joe Viola, the Assistant Director for Community Planning.

HOUSING DIVISION

Mission

The Housing Division focuses on maintaining Brookline's diversity by helping to create housing that is affordable to households with a range of incomes. It supports both the preservation of existing and the development of new affordable housing, for both renters and homebuyers, and the administration of programs that provide counseling and financial assistance to homebuyers.

Staff

Francine Price, Housing Development Manager, focuses on policy, new program directions, and project development for the division, while Housing Project Planners Bruce Genest and Virginia Bullock focus on homebuyer programs, program development, and project management.

Housing Advisory Board

The Housing Advisory Board (HAB) is charged with recommending housing policies, plans, and programs for the Town, especially those relating to the promotion of affordable housing, and serves as Trustee of the Town's Affordable Housing Trust. The HAB's 2007 membership included Roger Blood (Chair), a housing finance consultant; architect Steven Heikin, a designee of the Brookline Planning Board; affordable housing consultant Michael Jacobs, a designee of the Brookline Housing Authority; affordable housing attorney Daniel Rosen; affordable housing lender David Rockwell; Kathy Spiegelman, currently responsible for planning for Harvard University's new Allston campus; and Rita McNally, HAB's tenant representative.



Housing Advisory Board

Top Row L-R: Fran Price, Steve Heikin, Dan Rosen, Virginia Bullock

Bottom Row L-R: Kathy Spiegelman, Roger Blood & David Rockwell

Current Housing Resources

The Housing Division manages a variety of federal, state and local funding resources, which it seeks to use in ways that best leverage outside funding. Brookline received an allocation of \$477,000 in federal HOME funds through the WestMetro HOME Consortium in fiscal year 2008. It also received \$325,000 for affordable housing programming from the Town's federal Community Development Block Grant (CDBG) allocation, as well as developer contributions into its Housing Trust described below.

Preserving Existing Affordable Housing

During 2007, the Town provided CDBG funding to Pine Street Inn to complete the update of its property at 1043-1045 Beacon Street, which provides 28 low income persons with permanent, affordable housing.

Furthermore, prompted by a dramatic increase in property tax assessments for lodging houses in 2006, under the direction of the Board of Selectmen and the Housing Advisory Board, the Housing Division completed a study of Brookline's lodging houses. The result was an initiative, in collaboration with the Town Assessor, to encourage the preservation of lodging houses through tax concessions for owners who commit to long-term restrictions on the use and resale value of their properties.

Redevelopment of Existing Rental Housing

The Housing Division continued to reach out to Brookline property owners, brokers, and potential developers to explore opportunities to create additional affordable housing through the acquisition and improvement of existing rental properties.

New Housing Development

The Housing Division continued to work with the St. Aidan's development team, headed by the nonprofit Planning Office for Urban Affairs, Inc., to move the project forward. Permitted under Chapter 40B, the project will provide 36 affordable units in a 59-unit development that preserves the St. Aidan's church building through adaptive reuse and conserves the church's forecourt as open space. Litigation filed in September 2005 postponed construction of the project. By the end of 2007, all lenders and financial partners were working toward an early 2008

construction loan closing and spring 2008 groundbreaking.

The redevelopment of the 4.8-acre Town-owned reservoir site on Fisher Hill for mixed income housing continued to move forward. In January 2007, the Board of Selectmen appointed a new Fisher Hill Town Reservoir Planning Committee, chaired by Selectman Betsy DeWitt, to develop guidelines and performance criteria for a Request for Information from developers. The RFI was issued in September, and responses from 11 developers provided valuable feedback to inform the development of a formal Request for Proposals.

The affordable housing requirements, also known as the inclusionary zoning provisions, of the Town's Zoning By-law creates opportunities for affordable housing through private market development. These obligate developers of projects with six or more units to contribute to affordable housing. During 2007, staff continued to work with the developers of four projects on Hammond Street, St. Paul Street, and Hammond Pond Parkway on affordable housing plans that are expected to yield 18 on-site affordable condominium units.

Administration of Housing Trust

As Trustees, the HAB makes recommendations to the Board of Selectmen for expenditures from the Housing Trust. During 2007, the Housing Trust received a total of \$502,315 from developers of three smaller developments subject to inclusionary zoning – on Hammond, Harvard and Station streets – who chose to make payments to the Trust in lieu of on-site units. An additional \$1.5 million was allocated to the St. Aidan's project to help close the final funding gap resulting from litigation, bringing the total Housing Trust commitment to that project to \$3,797,500.

Homebuyer Assistance

The Town's Homebuyer Assistance Program provides technical assistance and financial support for affordable homeownership. Up to \$125,000 in HOME and CDBG funds are available for down payment assistance to eligible households with incomes below 80 percent of area median income. The program also provides general homebuyer counseling for those seeking housing in Brookline, including Town employees, and runs lotteries to select qualified buyers of units created under inclusionary zoning. During 2007, the program assisted five purchasers of lower cost market rate condominium units, who received a total of \$553,000 in HOME and CDBG funds. Three other buyers, selected by lottery, purchased re-sales of units originally provided under inclusionary zoning and sold subject to deed restrictions.

In 2007, the Town negotiated an agreement with the Nordblom Company, who represents the owners of 1600 Beacon Street, a 125-unit building undergoing substantial renovation and condominium conversion. The owners agreed to hold four units off the market and sell them at discounted prices to income-eligible households selected by lottery. Due to the extent of renovations to the building's infrastructure and finishes, which will give the building a new economic life, the Town was able to provide a higher subsidy in return for permanent deed restrictions. The Town provided a total of \$796,000 in HOME and CDBG gap funding to support the purchases.

In almost all transactions, staff worked with banks participating in the Massachusetts Soft Second Program to provide additional assistance and/or closing cost discounts.

Affordability Monitoring

The Division monitors affordable housing developed under Town auspices or through inclusionary zoning. At present, 119 rental units at 14 addresses (as well as the three properties comprising Centre Communities) are subject to annual monitoring to ensure the properties continue to lease to income eligible tenants at affordable rents. In addition, 101 condominium units are monitored in order to ensure the owner is continuing to use the property as his/her primary residence.

Community Development Division

The Community Development Division is responsible for administration, oversight, and monitoring of the Town's Community Development Block Grant (CDBG) from the U.S. Department of Housing and Urban Development (HUD). For fiscal year 2007 (July 1, 2006, to June 30, 2007), the Town received \$1.65 million in CDBG funds, which was spent on eligible activities, such as the creation of affordable housing and the provision of social services and public improvements that benefit low- and moderate-income residents of Brookline. Funds were committed for the design and engineering of the Juniper Street Playground; facilities improvements to the Brookline Community Mental Health Center; capital assistance to the Brookline Housing Authority; design and engineering services for the Gateway East/Village Square project; and preservation and creation of affordable

housing units. Fifteen percent of the grant was allocated to social service agencies for support assistance. The CDBG program also supports the Department's other comprehensive planning, historic preservation, and housing activities.

In response to HUD requirements, Gail M. Lewis, the Town's CD Administrator, is responsible for performing administrative oversight and coordination of the daily operations of the entitlement grant and sub-grantee supported activities for the CDBG entitlement program, Assisting Ms. Lewis on a part-time basis with fiscal administration of the grant is Ms. Ewana Lindo-Smith.

Five Year Consolidated Strategy and Plan 2006-2010

In May 2005, the Division completed a new Five Year Consolidated Strategy and Plan, which was adopted by the Board of Selectmen and subsequently approved by HUD. This document provides a framework for the expenditure of the Town's CDBG funds for the next five years. The Fiscal Year 2007 One Year Action Plan was the second year of the adopted Five Year Plan.

Grant Administration

Funding to the Town's entitlement grant has been reduced by approximately 20 percent over the last five years. At the same time, the administrative requirements of the program have significantly increased. Program requirements include, but are not limited to, developing a One Year Action Plan for how the grant will be expended; developing a yearly Consolidated Annual Program Evaluation Report (CAPER), which examines how CDBG funds were spent the prior year; adopting new regulations on performance measurements that track how successful grantees were in achieving program outcomes; monitoring subrecipient grant compliance; filing documentation appropriate for the entitlement's compliance with federal and state entities; and working with the Community Development Advisory Committee every winter in review of applications for grant funds.

CDBG Advisory Committee

Citizen participation is a required part of the block grant process. It helps to determine how well our housing, physical and human services funding is meeting the Town's needs, and helps develop priorities and determine what other resources are needed in the future. The Community Development Advisory Committee, now in its fourth year, has been responsible for conducting hearings, reviewing applications for funding, and making preliminary recommendations on the grant to the Board of Selectmen. The challenge for this Committee is to balance needs and available resources through the block grant given an ever shrinking entitlement allocation. The Committee will continue to face decisions in making decisions regarding funding recommendations given the wide range of community and housing needs the Town has identified in the Five Year Consolidated Strategy and Plan.

Homeless Consortium

In the pursuit of funding to better serve the needs of Brookline residents who may be homeless or at risk of homelessness; the Town has coordinated with the cities of Newton and Watertown to form a Continuum of Care Consortium. The Continuum of Care system has been developed to lay out a comprehensive and coordinated approach to address the needs of homeless families, individuals, and people at risk of homelessness within these communities. The creation and on-going refinement of the Continuum is an established part of the process used to develop and update the Consolidated Strategy for the Town, the City of Newton, and the West Metro HOME Consortium. In Fiscal Year 2007, the Brookline-Newton-Watertown Homeless Consortium was awarded \$1.2 million in McKinney-Vento funds to address homeless issues in the three member consortium.

BOARD OF APPEALS

The Board of Appeals is a quasi-judicial board responsible for approving special permits and variances from the Zoning By-Law in accordance with the Massachusetts Zoning Act, General Laws Chapter 40A. The Board has three regular members and four alternate members, all citizens of the Town appointed for three-year terms by the Board of Selectmen. The Town Clerk serves as the secretary to the Board of Appeals. The Board meets weekly and normally hears two cases each week. The hearings are advertised in the TAB ad notices are sent to abutters and Town Meeting Members in the precinct where the property is located. Three members hear each case and a unanimous vote is required for an appeal to be granted.

In all decisions, the Board of Appeals must carefully balance all needs and rights of the applicant with the impacts

on the neighborhood and the Town. Frequently, the Board will impose conditions, sometimes a dozen or more, designed to improve the proposal and to mitigate any impacts.

ECONOMIC DEVELOPMENT

The Economic Development Advisory Board (EDAB) and the Economic Development Department staff spent 2007 focused on encouraging appropriate new commercial development, working with the development teams for 111 Boylston Street and Two Brookline Place to ensure all town commitments are delivered, and working on several initiatives to keep our local business districts healthy and attractive.

Commercial Areas

In continuing our mission to support Brookline's existing business community, the Economic Development Department:

- Worked with the Coolidge Corner Merchant's Association, the Transportation Board and staff, the Board of Selectmen and interested residents to create a commercial component to the newly created parking permit program.
- Managed the 1st Light Festival, which kicks off the primary holiday shopping season, including fundraising, budgeting, scheduling and implementing the festival with its many events. This year the 1st Light Steering Committee incorporated the Brookline Food Pantry into the event, raising money and collecting items for the Food Pantry. The 1st Light Festival funds also funds the Town's holiday snowflake lights. Widespread participation by the business community and residents make this an anticipated event each year.



First Light Activities



- Updated the vacancy rate, chain store and restaurant rate statistics for each commercial area to better understand trends and issues.
- Worked with Brookline restaurants, the Department of Public Health and interested residents to understand and communicate the impact of a transfat ban that was proposed and passed at fall 2007 Town Meeting.
- Maintained regular communication with various business interest groups (business owners, commercial landlords, and commercial brokers) to be able to represent their issues and effectively advocate on their behalf with the Town.
- Managed the information kiosk program in Coolidge Corner and Brookline Village as a Town service to advertise nonprofit local events and provide an inexpensive marketing vehicle for local businesses. In 2007, nearly one hundred local events were promoted in the kiosks, including Martin Luther King Day events, Senior Craft Fair, Library All-Town Read, Farmers Market, Rotary Pancake Breakfast, Coolidge Corner Sidewalk Sale, Recreation Department Summer Concerts, Greenspace Alliance Environmental Programs, Brookline Chorus House Tour, Adult Education Special Lectures, Brookline Artist Open Studios and Affordable Housing Opportunities. The kiosk program remains an important inexpensive link between nonprofit and civic events and the general public.



Local Events Featured in Town Kiosks

- Worked with merchants' associations and the Chamber of Commerce to continue a campaign to encourage local shopping and foster appreciation of our local commercial areas as an integral part of Brookline's identity and quality of life. As part of this initiative, the division contributed to the Indie Owned publication, featuring stories about Brookline's independently-owned businesses.



- Assisted the business community with problem solving with various Town Departments, local residents or outside agencies. (e.g. NSTAR, MBTA, MWRA)



Economic Development Advisory Board

*Top Row L-R: Nathaniel Stinnett, Harold Simansky, Ken Lewis, Tom Nally, Don Warner
Bottom Row L-R: Alden Raine, Anne Meyers (Co-chair), Robert Sperber (Co-chair), Marge Amster (Staff)
EDAB members not in photo: Peter Norstrand, Steve Pratt-Otto, Susan Houston, Paul Saner*

Facilitating Appropriate New Commercial Development

The Economic Development Office continues its mission of identifying and facilitating appropriate new real estate development projects that will enhance the commercial tax base for Brookline, support small restaurants and businesses; and provide revitalization and enhancement for our community.

- *Two Brookline Place:* Children's Hospital entered into an agreement to acquire Two Brookline Place from Winn Development, with change of ownership not being completed until all environmental clean-up is finished. At an EDAB meeting, Children's Hospital pledged to live up to all commitments made at Town Meeting by Winn Development, including entering into a ground lease with the Town to ensure payments equal to 100 percent of taxes. EDAB continues to support the project by actively participating in the proposal's review by the Design Advisory Team, assisting with tenant relocation, and contributing to the process to ensure the redevelopment of Two Brookline Place compliments and enhances the neighborhood.
- *111 Boylston Street (former Red Cab site):* In preparing final documents, it was discovered that the Town owned a 502 square foot parcel abutting the Red Cab site and an adjacent residential building on Kerrigan

Place, which already had been acquired by the developer. The developer originally proposed a land swap and \$20,000 payment to the Town to acquire the town parcel, but this was modified to a straight sale for \$85,000. Due to the efforts of EDAB and Town Counsel, the developer agreed to work with the Town to ensure payments equal to 100 percent of taxes are made regardless of if the development is sold in the future to a nonprofit entity. Understanding that the transfer of the parcel will lead to a better development, Town Meeting voted to authorize the Selectmen to make the sale pending the satisfactory completion of the development permitting process.

Brookline Housing Authority

Brian Cloonan, Director

General Information

During 2007, the membership of the Authority was as follows:

- David Trietsch, Chairman
- Michael Jacobs, Vice Chair
- Barbara Dugan, Treasurer
- Barbara Sard
- Roxanne Berman
- Brian Cloonan, Executive Director
- Matthew Baronas, Assistant Director

The Authority administers the following Programs:

<u>Housing for Seniors & Disabled</u>	<u># of Units</u>	<u>Housing for Families cont'd</u>	<u># of Units</u>
Walnut Street Apartments 4-24 Walnut Street	24	Egmont Street Veterans 51-85 Egmont Street	120
Ralph Sussman House 50 Pleasant Street	100	338-348 St. Paul Street 209-221 Pleasant Street	
Arthur O'Shea House 61 Park Street	100	Trustman Apartments 7-33 Egmont Street	84
Theresa Morse Apartments 90 Longwood Ave	100	144-156 Amory Street 337-347 St. Paul Street.	
John W. Kickham Apartments 190 Harvard	39	<i>Applications can be obtained Monday through Friday between 8:30 A.M. and 4:30 P. M. at the main office located at 90 Longwood Avenue, Brookline, Massachusetts or by calling (617) 277-1885. The two & three bedroom list is currently closed.</i>	
Col. Floyd Apartments 32-40A Marion Street 19-36 Foster Street Extension	60		

<u>Section 8 Leased Housing</u>	<u># of Units</u>
Section 8 Housing Choice Vouchers	619
Preservation Vouchers	50

<u>M.R.V.P. Leased Housing</u>	<u># of Units</u>
Mass Rental Voucher Program	39

<u>Housing for Families</u>	<u># of Units</u>
Walnut Street Apartments 22 High Street	76
High Street Veterans 6- 30 New Terrace Road 176-224 High Street 186-218 Chestnut Street	186

Program Activities:

In 2007, the Brookline Housing Authority achieved several notable milestones:

- The BHA worked diligently to maintain 100% utilization of Rental Housing Choice Vouchers.
- Enhanced Senior Support Services were offered by Springwell to residents of the O'Shea House and Sussman House. The goals of this program are to maintain a high quality of life for our elderly and disabled residents while continuing their ability to live independently.
- DHCD/TANF Program Assisted 9 families towards self-sufficiency.

Capital Improvements:

The BHA continued its efforts to modernize buildings and grounds at several developments.

- Completed site improvements at Morse Apartments including improved accessibility at front entrance ramp.
- Installed new windows at Walnut Street.
- Completed façade repairs at 22 High & Walnut Street Apartments.
- Started renovations to 10 elevators in federal buildings.
- Finalized plans and secured \$8.8 million in funding for comprehensive modernization at Trustman Apartments.
- With support of Town CDBG funds replaced hazardous and worn fencing at Col. Floyd & Egmont Street Veterans.

Economic and Education Programs:

- On- going Classes and Programs at our Computer Learning Centers, located at 22 High Street, Egmont Street and High Street Veterans.
- Over one hundred area teenagers from the Brookline Community participated in summer employment and the summer peer leadership program.
- In Partnership with the Brookline School Department, expanded award-winning Steps to Success Program designed to maximize opportunity for BHA youth to attend college.
- Continued Next Steps program offering educational and career enhancement counseling to families.
- Initiated a new Partnership with Brookline Music School to introduce Dance and Music to Brookline Youth at Egmont and Trustman Apartments.

General Administration:

- ^{13th} Annual Thanksgiving Dinner was enjoyed by many seniors, friends and neighbors at O'Shea, Sussman and Morse Apartments.
- Revised Annual Agency Plan with the assistance of a Resident Advisory Board. The plan includes a mission statement, goals and objectives, and numerous policies and budgets. The plan was submitted to the U. S. Department of Housing and Urban Development (HUD) for approval.
- Continued close partnerships with several public & private local entities, including The Brookline Police Department, Brookline Community Fund, Brookline Health Department, The Brookline Center, and Brookline Recreation.
- Initiated a Partnership with The Home for Little Wanderers for Social Services at 22 High and Trustman Apartments.
- Commenced a Board, Senior Staff and resident Strategic Planning Sessions for discussion of Core Values, Vision and Mission Statements.
- Conducted a Resident Satisfaction Survey in State Assisted Properties for assessment of priorities for management, systems and capital improvements.
- Within plaintiff complaint against Commonwealth of Massachusetts for under funding State Housing Subsidies. Suit was jointly filed by Brookline, Boston and Cambridge Housing Authorities.
- Received a Shelter Plus Care Grant (5 year \$250,000) with Paul Sullivan Trust to house disabled clients.

HUMAN SERVICES

BROOKLINE HEALTH DEPARTMENT

Dr. Alan Balsam, Director

The Brookline Health Department has as its mission the protection of the health of Brookline residents and others who may work or otherwise be associated with the Town. Toward that end, the Department maintains an active surveillance system of health status indicators, and has planned, implemented, and continues to evaluate a broad spectrum of local health services designed to reduce morbidity and mortality and enhance the quality of life of those who live and work here.

ADMINISTRATION

During 2007, the Department continued a formal community health needs assessment of Brookline. With support from a variety of medical institutions and foundations that serve our community, a survey of health status indicators and risk factors was conducted among 9th and 12th graders. Volume 11 of Healthy Brookline, to be released in early 2008, will be used to plan programs to improve the health status of school age residents and to track our progress over time.

The Department management structure was maintained, providing for more access to the Director, and elevating core public health functions. In addition to the on-going biweekly management team meetings, periodic all-staff meetings with an educational component serve to help build a sense of mission and community among staffers, and to enhance intra-departmental communication.

This year, the Department continued to be successful in leveraging non-Town resources for a broad range of projects. Over \$150,000 was raised from a variety of sources including medical centers, foundations, federal and state government, etc. In addition, seven well-qualified graduate students were recruited for internships for a variety of community health projects.

The Health Department continued its relationship with the Boston Visiting Nurse Service (VNA) to provide epidemiology and public health nursing services. We maintained our outreach campaign to enroll uninsured Brookline youngsters in the Children's Medical Security Plan and to expand the Dental Clinic's Program for children.



The Train Health Center
Brookline's first "Green Building"
Winner of the State's Smart Growth/Smart Energy Award in 2007

In late 2006, the Health Department relocated back to the Train Memorial Health Center with the Veterans and

Human Relations Youth Resources Department, and we were joined by the Information Technology Department and the Retirement Department. In 2007, the Town Clerk's Office relocated with us as Town Hall undergoes renovations.

The Town and Health Department received a 2007 Smart Growth/Smart Energy award from the Commonwealth, in recognition of the renovated Health Center, the first municipal "Green Building" in Brookline. In addition, we broke ground in October for the Garden of Remembrance, located adjacent to the Health Center, in memory of Brookline domestic violence victims.



The "Garden of Remembrance"

EMERGENCY PREPAREDNESS

The Town Emergency Preparedness Committee continued to meet regularly to prepare for the possibility of a terrorist attack or other emergency. The Health Department took the lead on issues related to bio-terrorism, convened a multi community work group on reaching "hard to reach" populations, and conducted additional exercises, with key Town personnel. Dawn Sibor continued as our Emergency Preparedness Director. Over 150 health professionals and others were recruited to our Medical Reserve Corps which will support the Health Department in the event of an emergency. An ambitious schedule of trainings was provided to these groups.



Emergency Preparation for Vulnerable Population

ENVIRONMENTAL HEALTH SERVICES

This Division, led by Patrick Maloney, MPAH, oversees many State-mandated programs including the licensing and inspections of food establishments, housing code inspections and enforcement actions, swimming pools,

solid waste handling practices, animal, insect and rodent control, and the abatement of general nuisances. Additional concerns include asbestos removal, lead in the environment, hazardous waste, indoor air quality, and the enforcement of state and local tobacco control requirements, including the issuance of permits for tobacco retailers and monitoring the over-the-counter sale of tobacco products.

Brookline continued monitoring compliance with the Town's Tobacco Control By-Law and pursuing complaints concerning infractions of the law. The Department continues to receive funding from the Massachusetts Department of Public Health (MDPH) along with several other communities, to maintain tobacco control activities. The division is also discussing with the State a smoke-free housing initiative.

Brookline continued to be one of the only Towns in the State to fully implement non-criminal dispositions (tickets) as an enforcement element to inspections. The Division completed all mandated inspections as required by State regulation (including 650 housing and 710 food service inspections).

Mosquito control activities continued this summer as part of the Town Integrated Pest Management (IPM) practices. The Division treated 3,500 Town catch basins with a bacterial parricide, with support from the DPW to prevent the hatching of adult mosquitoes. We maintained our surveillance system for dead birds and mosquitos and produced information on ways to reduce risk for mosquito borne diseases.

The Division helped enforce the Town's policy on snow removal with the DPW. Also working with DPW, and other Town departments we continued a mercury disposal program in two Brookline locations.

The Divisions continues to work with the Information Technology Department to advance in field inspectional software and data collection; we are a leader in this area. The Division responded to hundreds of requests from the public for information on radon, lead, opening new restaurants (100% of new operators received a formal orientation), and solid waste disposal. The Division also finished computerizing its permit processes in areas including food service, retail food, tanning salons, etc. and continued taking and tracking consumer complaints on-line.

The Division offered six rabies vaccination clinics in conjunction with the Newton Health Department. The sealer of weights and measures tested all town weighing and measuring devices, taxi meters, and scanners to ensure accuracy.

In addition, Division staff served on various State and Regional Bio-Terrorism Preparedness and Response Program Advisory Committees and State Food Safety and Housing code revision committees. Finally, Patrick Maloney received the Dr. Leon Bradley Award for his contribution to Environmental Health in the New England Region.



Director of Environmental Health Pat Maloney receives the Leon Bradley Award for his environmental leadership in New England

CHILD HEALTH

Under the direction of Gloria Rudisch M.D., MPH. the Division of Child Health continued to serve as the Department's liaison with School Health Services and the nursing and health education staff in the schools, and oversaw all programs targeting children and youth.

There continues to be a strong association with the Essential School Health Services grant, which has facilitated the transition to a full-time school nurse leader, provided for technology training, program materials, and part-time school health services for non-public schools in Brookline. With this support, over sixty school staff members were trained/retrained in CPR and AED (Automated external defibrillator) procedures this past year.

The Daycare Inspection Unit monitored group day care centers (23) and extended day programs (10), and Brookline continued to be one of a small number of communities delegated by the State to exercise licensing and inspection responsibilities to assure compliance with Department of Early Childhood and Care regulations. In addition, the Division maintained a regular schedule of child immunization clinics staffed by public health nurses with physician back up. Over 200 youngsters were served.

The Division, working closely with the Police, and School Department, implemented an annual bicycle safety education program in the elementary schools. We continued to support a program to counter bullying in elementary schools. In addition, we were able to assist in maintaining the Dating Violence Intervention Program (DVIP) at Brookline High School, and we continue to work with the Students Against Destructive Decisions (SADD) program. Lastly, we continued to support programs related to health education on many levels, served on the public school Nutrition Advisory Board and the Wellness Policy Committee, and worked to support the movement toward enhanced nutrition and physical activity options in the schools. This Division has also been working with school nurses and other school personnel in emergency/crisis planning activities.

COMMUNITY HEALTH SERVICES

Led by Lynne Karsten, MPH, this Division oversees community health initiatives including women's health, adult immunization, injury prevention, elder health programs, and physical fitness. During 2007, the Division sponsored adult immunization clinics serving 2,000 residents. We continued the "Clean Hands for Good Health" campaign to educate the community on steps to prevent the spread of disease. The Division expanded its programming in physical fitness and physical activity.



The Friends of Brookline Public Health Float at the annual Flag Day Parade

A highlight of our work was the Women's Health campaign (funded by Brigham and Women's Hospital), which involved, organizing educational programs, and screenings. The Department, with our partners at Beth Israel/Deaconess Medical Center, promoted a series on healthy aging and related health issues for seniors.

Working with the Council on Aging and Brookline Housing Authority, we continued a Balance Exercise class that involved frail elders in a program to build muscle mass and confidence and prevent falls.

We have continued to work with Town departments to train staff to use Automated External Defibrillators (AED's). Currently, we have deployed 30 of these units around Brookline in strategic locations, in addition to those in all emergency response vehicles. Employees in all town buildings and schools where AED's are located now have received CPR/AED training.

Translation services in Russian and Chinese were provided to several Town departments. We offered basic public health information at ESL classes in family housing units. The Division regularly sponsors American Red Cross blood drives at the Main Library. The Dental Health Clinic maintained its weekly clinic schedule at the Health Center through Tufts Dental School and linked with the School Department. In conjunction with National Public Health Week during April, the Division sponsored a dental open house and educational programs featuring local dentist Dr. James Seligman.

The Division expanded its physical fitness campaign in the Town, by promoting Brookline on the Move, during National Public Health Week in April. Local gyms, sports clubs, dance and Yoga studios participated, and the Division partnered with the Town's Human Resources and Recreation Department to sponsor the Fitness Fair attended by more than 200 residents.

PUBLIC HEALTH NURSING/EPIDEMIOLOGY

The Division of Public Health Nursing/Epidemiology oversaw the investigation and control of over 250 reports of communicable disease. Many schools experienced chicken pox outbreaks due to "breakthrough" disease in children vaccinated with only one dose. Children will now need to receive two doses for full protection.

Led by Barbara Westley, RN, the Division provided the Department's liaison with the Boston Visiting Nurse Association (VNA) and also provided clinical support to all Department screenings, immunization programs, and other clinical activities including the control of tuberculosis and community acquired MRSA. We also provided educational sessions to community groups regarding new vaccines (e.g. shingles) and caring for children in times of community public health emergencies. Regularly scheduled blood pressure screenings provided over 400 patient visits. Information and referral services in the areas of foreign travel and other general health issues were also provided.

The Division distributed thousands of doses of vaccine to community-based medical providers and provided technical assistance on vaccine preventable disease issues. Finally, Ms. Westley continued to participate in the statewide initiatives addressing emergency preparedness and bio-terrorism. She acted as the chief pediatric clinical director for a five community Emergency Dispensing Site (EDS) exercise this fall which prepares the department for mutual aid response on the regionalization level.

SUBSTANCE ABUSE AND VIOLENCE PREVENTION AND SERVICES

This Division led by Lloyd Gellineau, Ph. D and Mary Minot, LICSW, fields programs and services in both community and school-based settings. As with previous years, the programs have assisted many Town residents and employees; as evidenced by the provision of over 2,500 counseling sessions, 120 class presentations, referrals, and follow-up measures for 200 individuals, including students and parents.

The Division continued to provide consultation services to residents and Town employees regarding substance abuse and domestic violence services, contributed to the Domestic Violence Roundtable Steering Committee, the Council on Aging, and Graffiti Committee. The Division also provided support for the successful completion of the Garden of Remembrance in collaboration with the Jennifer A. Lynch Fund Committee.

The Division, in collaboration with the Women's Commission, produced a successful production of "Body and Sold" a dramatic reading about children who are manipulated into prostitution. The event raised a substantial amount of donations that will be used to support the teen center initiative. Division personnel have also received training in how to use the EOHHS virtual gateway to assist Brookline residents and employees secure benefits through an online conduit. The Division maintains a Substance Abuse Program database as well as a Substance Abuse Self-Assessment Survey which are available on the Town website. In addition to the noted

instruments, the site now provides an action plan for parents and the community to reduce underage drinking. The Division continues to collaborate with the Brookline Community Mental Health center to develop a comprehensive substance abuse network within the Brookline community and continues to maintain relationships with the various community self-help groups. The Division continues to assist with the organizing of the annual bartender-training program. The Division continues its collaboration with the Brookline Senior Center on initiatives to decrease hoarding behavior that often places individuals who suffer from the disorder at risk of losing their housing. Of significance is the formulation of the Hoarding Task Force, which has taken on the initiative to develop a comprehensive system to manage hoarding behavior in the community.

The Division coordinated the prevention activities of the Brookline Coalition Against Substance Abuse (B-CASA), with a Drug Free Communities Support Program grant from the Substance Abuse and Mental Health Services Administration (SAMHSA). B-CASA is a community effort to address the underlying contributing factors of teen substance use and to offer effective prevention strategies. Membership includes students, parents, police, school staff, local clergy, youth serving professionals, and alcohol and drug prevention professionals.

The B-CASA Steering Committee developed an annual comprehensive strategic prevention plan using the principles of effectiveness outlined by SAMHSA. The strategic prevention plan is available on the B-CASA website at BCASA.org. Four B-CASA Action Committees carried out the activities of the strategic plan:

- The Community and School Policy Committee: Reviewed and implemented school and town policies to reduce teen access to alcohol and other drugs;
- The Parent Resource Network Committee provided timely information and advice to parents to support healthy communication and relationships between parents and teens, including the publishing of a quarterly B-CASA Newsletter;
- The Community Outreach Committee focused on outreach to various community stakeholder groups, including local faith communities, health care professionals working with Brookline youth, and coaches;
- The Youth Leadership Committee initiated several projects to address the problems associated with teen drinking. Projects included the "8 After 8" Safe Rides Program in conjunction with Bay State Taxi, a BHS web page "What's Poppin'" promoting area weekend activities as an alternative to out of control house parties, SADD meetings, the STARS summer program, the Peer Leadership Program with 45 peer leaders providing presentation to over 500 elementary school students, and a social norms campaign, the "Brookline 1,200 and Counting," (1,200 BHS students chose not to use alcohol or other drugs in the past month according to the most recent BHS YRBS survey).

The Division offers two intervention programs, the BSAP program for students with alcohol or other drug related problems, and the Youth Diversion Program in conjunction with the Brookline Police and Courts. Both programs offer substance abuse assessments and treatment planning, counseling, and referral to area providers.

ADVISORY COUNCIL ON PUBLIC HEALTH

A dedicated group of six unpaid citizens continue to serve as members of the Advisory Committee on Public Health (ACPH). Meeting monthly, the Council provides the Director with advice on budget, policy, and Town Meeting issues, health needs assessments, and a range of operational issues.



Advisory Council on Public Health

This year, Dr. Bruce Cohen and Ms. Cheryl Lefman were reappointed by the Board of Selectmen. They rejoin Dr. J. Jacques Carter, Dr. Milly Krakow, Ms. Roberta Gianfortoni and Ms. Pat Maher on the Council.

Another highlight of the year for the ACPH was the re-election of Dr. J. Jacques Carter to the Chair. Dr. Carter has identified a number of important goals for the Council for the coming year, including working with Dr. Balsam to implement the Medical Reserve Corps in Brookline, fielding another Public Health Policy Forum in the spring, and continuing a campaign related to fitness and nutrition.

FRIENDS OF BROOKLINE PUBLIC HEALTH

In 2007, the Friends of Brookline Public Health, a membership organization conceived to build a constituency for public health in Brookline, entered its ninth year. The goal of 150 individual members and six corporate members was achieved. A Board of Trustees of 18 persons, including four officers, was elected, and activities included our Annual Meeting and reception.

The Board of the Friends voted to fund several public health initiatives including a project linking literacy and health, a balance/fitness program for elders, a linkage with our Sister City in Nicaragua, and the Green Building renovation at the Health Department.

The Friends also co-sponsored the 11th Annual Public Health Policy Forum entitled “Universal Health Care: A Report Card” in conjunction with the Brookline Center for Adult and Community Education, moderated by former Governor Michael Dukakis. The forum attracted over 200 people.



**The 11th Annual Public Health Policy Forum “Universal Health Care: A Report Card”
Moderated by former Governor Michael Dukakis**

Finally, the Friends continued the Annual Public Health Leadership Award in Brookline and announced the 2007 award to Nancy Turnbull, for her outstanding efforts in public health. The Herb Carlin Community Health Award went to the Brookline Moving Company, The Jennifer A. Lynch Fund Committee and the Brookline Women’s Commission.



**Nancy Turnbull receives the 2007
Public Health Leadership Award**



**Pat Norling receives the 2007 Herb Carlin
Community Health Award on behalf of
the Jennifer A. Lynch Fund Committee**

Human Relations-Youth Resources Commission

C. Stephen Bressler, Director

Created by Town Meeting in 1970, the Human Relations-Youth Resources Commission is Brookline's official agency working in the areas of intergroup relations, civil rights, and youth advocacy.

Membership

During 2007, the Commission saw the designation of Glenn Cunha as School Committee Liaison replacing the departing Ruth Kaplan, as well as the departure of member Karen Sutherland, who moved out of state. Dr. Ed Wang and Marc Jones continued as Co-Chairs.

Administration

The Human Relations-Youth Resources Commission's full-time staff include Director C. Stephen Bressler and Secretary Ongelita Mockabee Miles.

In addition to his work in community relations, the Director is Brookline's Affirmative Action Officer, Fair Housing Officer, Americans with Disabilities Act Coordinator, Ombudsman for CATV, and staffs the Broadband Monitoring Committee, ADA Transition Team, and Brookline Holocaust Memorial Committee and serves as a member of the Town's Emergency Management Team.



Human Relations-Youth Resources Commission

Left to right: Kay O'Halloran, Enid Shapiro, Larry Onie, Lena Wong, Sandra Bakalar, Captain John O'Leary, Agnes Rogers, Rita McNally, Dr. Paula Schneider, Sandy Batchelder, Dr. Ed Wang, Stephen Bressler

Commission Programming

The full Commission held nine staff-assisted meetings in 2007. Committees this year included: Human Relations Youth Awards Committee (Marc Jones, Chair), *Diverse the Curse™* Committee (Reverend George Chapman, Chair), Hidden Brookline Committee (Dr. Barbara Brown, Chair), Diversity Program Committee (Joy Dryfoos and Kay O'Halloran, Co-Chairs), and the Nominating Committee (Agnes Rogers, Chair).

Police/Community Relations

Commission member Captain John O'Leary, commander of the Community Services Division of the Police Department, commented frequently at meetings on matters affecting police/community relations in the Town.

On March 21 the Commission met with Police Chief Daniel O'Leary to discuss *Police Department Racial/Gender Breakdown of Police/Community Interactions 2006 Year End Report* and *Brookline Police 2006 Part A Crimes Report*, where he spoke about specific occurrences in the Town as well as incidents involving youths and concerns such as the importation of firearms from other states and deterrence on the MBTA. Chief O'Leary also addressed diversity in the Police Department and training initiatives.

Chief O'Leary returned for a formal presentation on September 17 to discuss *2007 Mid-Year Crime Statistics* and *2007 Mid-Year Race and Gender Report*. He also commented on the Department's *Ten Year Report on Racial Profiling Prevention Strategies* and noted that the Brookline Police Department would receive one of three civil rights awards from the International Association of Chiefs of Police.

Fair Housing

The Commission, in cooperation with the Planning Department and the Fair Housing Center of Greater Boston, sponsored a fair housing training on April 12. The training focused on discriminatory barriers and their remedies and was geared to Town departments and other governmental agencies in Brookline whose work with the public includes housing. Commission members Joy Dryfoos, Rita McNally and Kay O'Halloran also attended the training.

Director Stephen Bressler attended a Newton-based consortium-sponsored fair housing training provided by the Fair Housing Center of Greater Boston on January 29 and a follow-up fair housing training provided by the Disability Law Center on March 12.

Diversity

On Sunday afternoon April 25 the Commission sponsored *The Value of Diversity in Brookline* at the Brookline Public Library. Emceed by Commission member Kay O'Halloran, the program featured a panel discussion with Commission members Karen Sutherland and Joy Dryfoos and Director Stephen Bressler and Planning Department Housing Project Planner Virginia Bullock. The panel discussion was followed by an audience discussion moderated by Commission co-chair Dr. Ed Wang and member David Heist. *The Value of Diversity* was recorded by Brookline Access Television and shown throughout the year.

Brookline Public Schools

For much of 2007 Brookline School Committeewoman Ruth Kaplan served as a liaison to the Commission providing a conduit for monthly interaction.

In April the Commission met with *Steps to Success* director Janet Selcer for an update on school programs serving approximately 300 students from low income families.

At the May meeting Brookline High School Headmaster Dr. Robert Weintraub talked about efforts, problems and challenges involved in providing a high quality education for all students. Dr. Weintraub and members of the public attending this meeting also discussed concerns in particular involving African-American students including academic achievement and learning styles, nurturing, and socialization.

In September the Commission met with Superintendent of Schools Dr. William Lupini and Deputy Superintendent of Schools for Teaching and Learning Dr. Jennifer Fischer-Mueller to discuss the Equity Project, which seeks to solve the problem of an achievement gap affecting African-American and Latino students.

Hidden Brookline

On May 30th, Hidden Brookline Committee chair Dr. Barbara Brown led Runkle School 4th graders on a walking tour billed as one of mysteries, discoveries and secrets that captured the students' imagination and attention. The tour began at the Town Hall lobby and the Daughters of the American Revolution plaque commemorating the 1775 Battle of Lexington which contains the names of three slaves who were veterans of that battle who were owned by Brookline residents. The tour then progressed to High and Walnut streets and for discussion about famed African-American singer and Brookline resident Roland Hayes. The group stopped at 182 Walnut Street where they learned about escaped slave Ellen Craft who, with her husband, stayed there before moving on to Canada and England. The tour ended at the Old Burying Ground where there was an investigation of grave markers where the group learned that graves of slaves and former slaves buried there had no markers. The walking tour was conducted as a pilot program which the Committee hopes will be replicated by the Brookline Public Schools.



Hidden Brookline Committee
L-R: Mark Gray, Reverend George Chapman, Dr. Barbara Brown,
Rita McNally & Stephen Bressler

On November 4th, Dr. Brown was the featured speaker at the annual meeting of the Brookline Historical Society which took place at St. Paul's Church. Dr. Brown gave an illustrated lecture on *Hidden Brookline: Slavery in Colonial Brookline* to a standing room only gathering. Her presentation was recorded by Brookline Access Television and was shown over a period of several weeks

A Conversation with Dr. Richard Mollica

A major Commission event took place on Sunday, September 9 when Dr. Richard Mollica, director of the Harvard Program in Refugee Trauma and author of *Healing Invisible Wounds* spoke to a capacity crowd at the Brookline Public Library's Hunneman Hall. The interview was conducted by Commission co-chair Dr. Ed Wang. Dr. Mollica discussed his book before taking questions from the audience. The event was recorded by Brookline Access Television and was shown many times during 2007. A dessert reception was made possible by a generous contribution from Starbucks on Harvard Street in Brookline Village and Chobee Hoy Associates sponsored an advertisement for the event in the *Brookline Tab*.

Human Relations Youth Awards

With much appreciated financial assistance from the Brookline Rotary Club, the Commission, with a planning committee chaired by Marc Jones, sponsored its 22nd annual Human Relations Youth Awards on June 5th.

Two leadership awards, six certificates of merit, and three letters of achievement were presented to youths in recognition of their volunteer efforts over the past year. Following a reception at the Public Safety Building for students, their families and friends, the awards were presented at the evening session of the Board of Selectmen, which was cablecast live by Brookline Access Television.

Strategic Planning

During 2007 the Commission continued to discuss strategic planning and noted that flexibility was needed to accommodate changing situations in the Town.

2007 Program Highlights

In addition to committee reports, highlights of Commission meetings included:

January – support of a fair housing initiative by the Fair Housing Center of Greater Boston; discussion on the January 14 Martin Luther King program.

February – report on January 29 area consortium training session on fair housing; establish 2007 Youth Awards Committee; update on Hidden Brookline Committee research.

March – met with Paul Epstein to hear an update on the proposed teen center; the Commission met with Police Chief Daniel O'Leary to discuss statistics on traffic stops as well as police-community relations matters and joint Police/HR-YRC programming.

April – the Commission met with *Steps to Success* director Janet Selcer.

May – the Commission met with Brookline High School Headmaster Dr. Robert Weintraub; the Commission heard an update on planning for a Hidden Brookline Walking Tour; there was discussion on the Commission's forum on diversity held on April 25; update on youth awards.

June – met with Hidden Brookline chair Dr. Barbara Brown for a six-month overview of that committee's work; report on the 2007 Youth Awards, teen center fund-raiser and Flag Day parade; further discussion on diversity programming.

September – updates on the program with Dr. Richard Mollica; met with Police Chief Daniel O'Leary as well as Superintendent of Schools Dr. William Lupini and Deputy Superintendent of Schools Dr. Jennifer Fischer-Mueller.

November – the Commission heard a report on Hidden Brookline chair Dr. Barbara Brown's presentation to the Brookline Historical Society; discussed support of the governor's intention to create a Task Force on Hate Crimes; discussed the controversy surrounding the ADL and the Armenian Genocide.

December – a discussion on the Hidden Brookline Committee's intention to create a virtual walking tour to be placed on the Town's Web site; the commission discussed the community forum on the Supreme Court decision on desegregation and the possible impact on METCO.

Other Programming

The Director worked with the Brookline Domestic Violence Roundtable, which held eight monthly meetings in 2007, and helped produce, and was an occasional guest on, its monthly cable television show *The Safety Net* hosted by Ronny Sydney. *The Safety Net* entered its 12th season with nine shows produced in cooperation with Brookline Access Television.



Domestic Violence Roundtable

*L-R: Stephen Bressler, Dr. Susan Howards, Marty Wisler,
Ronny Sydney, Dr. Lloyd Gellineau, Kate Lawson & Debra Cohen*

The Director also served on the Brookline-based Jennifer Lynch Fund Committee on Domestic Violence, B-CASA Faith Based Subcommittee, and was the guest speaker at the March 22 meeting of the Rotary Club of Brookline.

The Director also participated in meetings of the Norfolk County District Attorney's Anti-Crime Council and at meetings of the Massachusetts Association of Human Relations/Human Rights Commissions, where he also served as vice-chair.

Publications

In 2007 the Commission revised and distributed its popular *Child Care Resource Guide* produced in cooperation with the Brookline Early Childhood Advisory Council. The Commission continued to distribute its brochure

We're Here For You!

Broadband Monitoring Committee

C. Stephen Bressler, Ombudsman for CATV

Background

A 15-year license to operate a cable television (CATV) franchise in Brookline was awarded to Times Mirror by the Board of Selectmen (the Issuing Authority) in June of 1982. In 1983 that license was transferred to Cablevision of Brookline (Cablevision Systems Corporation). In early 1984 the Board of Selectmen created the CATV Monitoring Committee to monitor Cablevision's adherence to the license. In 1997 Cablevision of Brookline was transferred to AT&T Broadband and was scheduled to expire the following year. In 2002 the license was extended for three years. During 2002 Comcast made a takeover bid for AT&T Broadband. In 2003 the Board of Selectmen approved the transfer of the license from AT&T Broadband to Comcast. The Comcast license expired in 2005. During the period 1982 to date the Board of Selectmen as the Issuing Authority approved amendments to the Cablevision/AT&T Broadband/Comcast licenses to reflect emerging needs of the town and changes in the cable television business.

A federally-mandated three-year license renewal process between the Town and Comcast concluded in 2005, with the Town denying renewal. Negotiations then commenced between the Town and Comcast to resolve differences. By the End of 2005 the Town and Comcast were still in dispute. However, a Cable Television Renewal License between the Town of Brookline and Comcast was granted effective May 1, 2006 and will expire on April 30, 2016.



Broadband Monitoring Committee

L-R: Stephen Bressler, Fran Berger, Michael Newman & Michael Selib

In Brookline, Comcast currently offers analog and digital cable television, video on demand, high definition television, high-speed data service, and telephone service. Brookline residents may contact Comcast for sales and customer service at 617-731-1343.

In 1998, at the behest of town residents wanting cable television provider competition and because there were services such as high speed data that were not being offered by Cablevision of Brookline, the Board of Selectmen awarded a ten-year license to operate a cable television franchise to RCN. The federally-mandated three-year license renewal process with RCN began in April 2005 with a final agreement anticipated in early 2008.

In Brookline, RCN currently offers analog and digital cable television and, as with Comcast, is migrating channels to digital and will terminate analog around February 2009. RCN provides video on demand, high definition television, high speed data service, and telephone service. Brookline residents may contact RCN for sales and customer service at 1-800-746-4726. RCN does not maintain a customer service office in the Town.

Residents who are hearing impaired should use the Telephone Relay Service (711) to contact either cable

company.

In 2000, the Board of Selectmen broadened the CATV Monitoring Committee's mandate and changed its name to the Broadband Monitoring Committee.

Membership

In 2007, Fran Berger continued as Chair with Stephen Bressler serving as Secretary. Other members on the Committee were Michael Newman, Dr. Alan Pisano, and Michael Selib.

Administration

The Committee received staff and budgetary support through the Human Relations-Youth Resources Commission. Commission Director Stephen Bressler served as Ombudsman for Cable Television Operations for the Town.

Ombudsman

In calendar 2007, the Ombudsman handled 74 complaints and/or inquiries relative to CATV and Broadband, down from 79 in 2006. The Ombudsman noted that calls this year related to rates, questions concerning senior discounts, questions regarding the end of analog and the migration of channels to digital, potential availability of FiOS, as well as moving channels to different tiers of service.

The Ombudsman was in frequent contact with Comcast and RCN managerial and customer service staff. Not included in the numbers above were numerous calls received from residents wanting information regarding satellite television, Wi-Fi and DSL. The Ombudsman also consulted with his counterparts in other communities as well as with officials at the Massachusetts Department of Telecommunications and Energy (DTE).

The Ombudsman may be reached at: Stephen Bressler, Ombudsman, Broadband Monitoring Committee, 11 Pierce Street, Brookline, MA 02445 or by telephone at 617-730-2330 voice or 617-730-2327 (TDD) or facsimile 617-730-2388 or my e-mail steve_bressler@town.brookline.ma.us.

Committee Programming

The Committee worked closely with the CATV Coordinating Committee chaired by Selectman Gil Hoy. Broadband Monitoring Committee Chair Fran Berger and Ombudsman Stephen Bressler served as members of the CATV Coordinating Committee and participated in that body's seven meetings.

During 2007, the Broadband Monitoring Committee held two staff-assisted meetings (minutes of meetings may be accessed at <http://www.townofbrooklinemass.com/Broadband/CATVMMArchive.html>) during which the following issues were discussed:

- Verizon's attempts to have legislation passed that would eliminate or circumvent the local CATV licensing process.
- Migration of channels from analog to digital tiers by both Comcast and RCN.
- Shortage of digital and high definition boxes at Comcast
- Digital Video Recorders that will allow you to watch one channel and record another
- Business aspects of carrying the NFL Channel
- Concerns about moving the C-SPAN channels to a digital tier
- Getting digital or high definition signals without having to have CATV
- Digital cards for converter boxes
- Comcast's new TIVO system
- Voice over Internet protocol
- Comcast Leaders and Achievers scholarship program
- Brookline Access Television plans for new studio

Motions

During 2007 the Broadband Monitoring Committee passed the following motion which was duly communicated to the Board of Selectmen as Issuing Authority.

At the February 12, 2007 meeting of the Broadband Monitoring Committee, as part of a discussion on Verizon's attempt to move into cities and towns without going through the same processes that other cable television operators have gone through, the following motion was passed unanimously.

MR. SELIB MOVED, and Mr. Newman seconded, that with regard to any pending legislation, including but not limited to House Docket 1298, the Broadband Monitoring Committee of the Town of Brookline strongly recommends that all carriers be required to compete on a level playing field and we oppose any legislation that would deviate from this principle, and that would take away local licensing control.

The consensus of the Committee is that we recommend that the Issuing Authority issue a similar statement to our representatives in the state legislature.

Regional

On June 5, Chair Fran Berger and Ombudsman Stephen Bressler attended a hearing at Gardner Auditorium at the State House testified on the need for local government regulation of cable television providers.

Council on Aging Ruthann Dobek, Director



Council on Aging

The Brookline Council on Aging, whose members include statutory representatives from other Town departments and Brookline citizens, plans, coordinates, and provides comprehensive services for Brookline's older residents and their families. Our mission is to keep elders independent and functioning members of the community and to assist them and their families in finding services, support and resources. The Council on Aging operates the Brookline Senior Center at 93 Winchester Street, which is a community-gathering place, dedicated to enriching the aging experience. It provides a rich, diverse environment with a wide range of opportunities, programs and services. The Council on Aging meets the second Wednesday of the month at the Senior Center at 1:00 p.m., and the public is cordially invited to attend.

Council on Aging services include: advocacy, information and referral; geriatric case management and counseling, homecare, employment, income tax assistance, transportation, a monthly newsletter, and insurance benefit counseling. Information and referral remains the backbone of our services. The Council on Aging provides telephone coverage of a designated phone line to answer questions. The questions range from where to find a house cleaner to reports of elder abuse. The Elder Resource guide published its fourth addition with sixty different categories. The online guide can be accessed on the web page www.townofbrooklinemass.com. Indeed, this year the guide received high praise from professional colleagues including the McLean Hospital resource staff who proclaimed it to be one of the best resource guides printed.

Volunteers continue to be the lifeblood of the Council on Aging. Under the skilled leadership of Vivian Freeman, volunteer programs flourish. Volunteers help in every facet of the Senior Center operation. They lead current events discussions, movie programs, bridge, ESL classes, and BINGO among many other programs. Local attorneys contribute their services to a legal clinic and lecture series even doing pro bono legal work for low-income seniors. The Art Gallery is fortunate to have devoted and talented Jean Stringham and Robert Berkovitz as curators. Food service and reception could not function without the dedicated hours of over 30 volunteers, and volunteers totally run the senior gift cart. Frail elders receive in-home assistance from friendly visitors, high school grocery shoppers and library delivery service. An annual appreciation lunch was held in April to honor the dedication of over 275 volunteers. This year the John and Molly Dolan award was given to William Wong. Mr. Wong is a remarkable volunteer who serves as a board member as well as an invaluable member of the kitchen staff. Indeed, William will gladly help wherever he is needed whether with mailing, running errands and spending hundreds of hours in the kitchen.



Photo by Jean Stringham

Careers in Aging (CIA) Group

Programs at the Senior Center include: breakfast, lunch, computer lab, gift cart, exercise classes, card games, movies, lecture series and health screenings. The Brookline Adult and Community Education Program sponsors a variety of courses, ranging from the humanities to computer skills, and area hospitals as well as the Brookline Health Department contribute health education programs. Rogerson Communities operates an Adult Day Health Program and fitness center out of 93 Winchester Street. We continue to partner with Brookline Recreation, Brookline Library, and the Brookline Police for programs. The Council on Aging remains appreciative of the entire community and individuals who generously donate their time to ensure an exhilarating mixture of classes, groups and programs that keep the Senior Center a dynamic place to visit.

Highlights of the 2007 Programs include:

- ❖ Chinese New Year's Festival and August Moon Festival
- ❖ Russian Tea Room
- ❖ Alzheimer Support Groups- Day and Evening
- ❖ Brazil Festival
- ❖ Boutique Sale on a Saturday and Sunday Afternoon
- ❖ Networking Works Support Group
- ❖ Brookline Reads Programs: Alice in Wonderland
- ❖ Concerts with the Brookline Music School
- ❖ "Understanding Medicare" Lecture
- ❖ Black History Celebration with Gospel Singers
- ❖ Neighbor to Neighbor Chowder fest and Halloween Fair
- ❖ Global Ethics Seminar: Innocence Project

- ❖ Poetry Workshop
- ❖ Open Studios Weekend Program with Eight Artists
- ❖ Party of the Century
- ❖ Careers in Aging Summer Program



**Volunteer of the Year William Wong with Council on Aging
Chair Agnes Rogers and Director Ruthann Dobek**

The annual survey of the Senior Center was done in the spring of 2007. This helps assist us in planning the future Senior Center programs. Key results indicate that seniors feel healthier by virtue of volunteering at the center. The average volunteer is donating 3-6 hours a week contributing a staggering 35,000 hours of service to the Town.

The Council on Aging continues to supplement its operating budget from the Town by successfully leveraging over \$256,000 in outside funding. In 2007, CDBG grant funding supported the Taxi Discount Program, and part of the homecare social worker's salary as well as an important senior employment program that provides stipends to low income elders who work for the Council on Aging. We are especially pleased with three grants received by Springwell, which distributes Older Americans Act federal grant money. Two grants of \$2,000 each will go to fund the Russian Tea Room and Asian outreach programs. The Council continues to be proud of the increased diversity efforts that have broadened the population we serve at the Senior Center. Also \$4,000 from Springwell was granted for a respite program. The Council on Aging was able to pay for respite workers to assist families with the stress and burden of care giving. This includes a support group where family members can come for support and advice and bring their loved one with them and receive care. In addition, the Brookline Community Fund provided Careers in Aging leadership Stipends. Two college age students were able to be leaders in the fourth summer of Careers in Aging.

The Council on Aging is especially proud of its success in privately funding a van for door-to-door transportation to the Senior Center. An important goal since the Senior Center opened; the van provides 400 different elders with over 3,000 round trip rides. An Annual Autumn Benefit fundraising event was held November 8, 2007. The evening honored long time senior center supporter and phenomenal citizen Chobee Hoy. Due to the success of the fundraising, the van was able to expand its hours to accommodate early morning classes.

In 2007 the Council on Aging established a new committee called the Aging Collaborative. Staff from the Council on Aging, Center Communities, and Goddard House meet to discuss aging issues and plan joint programs. The goal of the collaborative is to avoid duplication of services while enhancing community programs. In 2007, this included: Breaking Bread, Party of a Century, and the Halloween Fair.

In September, staff Jean Kramer made the transition from staff to volunteer. After thirty years of writing

the monthly newsletter and taking meeting minutes, among many other writing and group tasks, Jean retired. Her dedication to Brookline's seniors is legendary. She created the writing class "Telling Your Story-At the Center of a Life." For over twenty years, as the co leader of an extraordinary class where seniors learn how to record memories for themselves and family and friends. The Town is fortunate that Jean Kramer will continue to give her heart, energy and writing skills to Brookline's elders as an active volunteer.



Photo by Riva Berkovitz

Jean Kramer

The accomplishments of this past year are due to the dedication and expertise of the staff, the board, and the volunteers. We are also grateful for the collaborations of so many who ensure that Brookline is a highly desirable place to grow old. Whether it is another Town department that ensures quality programs and service delivery to the seniors or a local organization that contributes programming, Brookline's elder services is the envy of many a community. We look forward to providing comprehensive services and interesting programs over the next year that will enrich our Brookline senior's lives. As always, we invite the public to visit, and more importantly become involved in our wonderful offerings.

Veterans' Services

William McGroarty, Director

Massachusetts General Laws mandates the Brookline Department of Veterans' Services, which is responsible for assisting Brookline veterans and/or their dependents with living and medical expenses. Directives issued by the State Commissioner of Veterans' Services regulate the scope of these expenses. Medical assistance covers expenses for hospital inpatient or outpatient stays, medications, doctor visits, laboratory work, and dental care. The Brookline Department of Veterans' Services administers these emergency veteran's benefits to ensure that qualified veterans and their dependents receive both the help they need and the respect they deserve. The Town of Brookline appropriates 100% of the monies needed to assist the Veterans and/or their dependents. A monthly report is submitted to the Department of Veterans' Services located in Boston. The Brookline Director of Veterans' Services initially approves the itemized expenditures and services. Per Massachusetts General Laws, Chapter 115, the state is required to then reimburse the Town of Brookline 75% of all approved expenditures.

The Department serves as a conduit in filing for all Veterans Affairs benefits for which a veteran/dependent may be entitled, as well as other federally-funded or state-funded benefits such as Social Security, SSI, SSDI, Mass. Health and Unemployment Compensation. Veterans' benefit paperwork can often be confusing if not overwhelming; this office has extensive experience in case managing VA claims. Residents are encouraged to stop by or call (617) 730-2112, if they have any questions or concerns pertaining to state and federal veterans'

benefits. We are proud and honored this year to have assisted many Brookline veterans in obtaining the VA pensions and VA Healthcare they were both entitled to, and in many cases desperately needed. We also assist veterans and their dependents that are transitioning back into the workforce. During 2007, due to changes in the law requiring all residents to have medical insurance, there was an increase in veterans requesting assistance obtaining Veterans (VA) Health care. The Office of Veterans' Services assisted qualified veterans in obtaining VA Healthcare benefits at low or no cost. For some of these veterans it was the first time they had received medical care in over 20 years.

Through the Military Records Branch, we are able to access Massachusetts veterans' discharge papers on-line, which saves valuable time in aiding veteran's for benefits. Grave registrations are recorded to ensure that all veterans' graves are decorated with a flag on Memorial Day. (Over 4,000 Veterans graves are decorated annually for Memorial Day.) The Department of Veterans Services is also responsible for ordering VA grave markers on request for the Veterans interred in Holyhood or Walnut Hills Cemeteries.



Arthur Hurley at Walnut Hills Cemetery



Veteran's Honor Guard

Brookline Veterans

The joint efforts of the Veterans' Office, American Legion and the Veterans of Foreign Wars coordinated the ceremonies for Memorial Day and Veterans' Day. Memorial Day 2007 the Town of Brookline honored its deceased veterans and was inspired by our guest speaker Judge Thomas May. The Veteran's Day 2007 ceremony was complemented by the heartfelt speech from Jermain Graham a Brookline resident and War on Terrorism Veteran.



Guest Speaker Judge Thomas May



**Chief John Green and
Fire Honor Guard**

Memorial Day 2007

The continued war on terror in Iraq and Afghanistan has taken many of our military lives. We paid tribute to our brave servicemen and women at all our ceremonies throughout the year. The men and women returning from war are in need of many assistance programs, from rehabilitation for injuries, to Post Traumatic Stress Disorder (PTSD) from the day-to-day stress of survival. We are working with the VA Medical Center to assure that returning veterans are apprised of all available resources.

The continued success of our ADOPT-A-POLE program provides a means to honor or show tribute to a veteran or someone special by displaying a flag on one of the poles along the Flag Day Parade route. The application for the ADOPT-A-POLE program is now on our website. For more information please call the Veterans' Office at 617-730-2112.

The age of many of our veterans has created a new challenge which includes finding housing, long-term medical care, and burials for veterans in need. We were fortunate to work with Dr. Lloyd Gellineau (Human Service Coordinator), the Brookline Housing Authority, Council on Aging social workers, and other local agencies, who aided in securing vital services for our Veterans. A special thanks to all who assisted in making this possible.

The Veterans' Office has a staff of two, Bill McGroarty, Director, and AnnMarie Cedrone, Head Clerk. Bill also works as the Emergency Management Planning Coordinator. The Office of Veterans' Services has returned to the completely refurbished Public Health Building (11 Pierce Street) and is enjoying a substantial increase in walk-in traffic. Brookline Veterans are encouraged to stop by, say hello and visit our new office (in Brookline's most environmentally friendly "green" building).

Please visit our website, www.townofbrooklinemass.com/Veterans, which has been improved, and updated to include links to the Veterans Administration, which is a federal agency and the state Department of Veterans' Services.

Americans with Disabilities Act Transition Team

C. Stephen Bressler, ADA Coordinator

The Americans with Disabilities Act Transition Team was established by the Board of Selectmen in 1993 as a requirement of Title II of the Americans with Disabilities Act (ADA). The charge of the Transition Team is to evaluate Town programs, services, buildings, streets, sidewalks, parks and playgrounds to ensure accessibility for persons with disabilities. Human Relations-Youth Resources Commission Director C. Stephen Bressler serves as ADA Coordinator and worked closely with the Chairman of the Brookline Commission for the Disabled, Robert Sneirson, to address issues of mutual concern.

The ADA Coordinator responded to concerns of residents on the following matters. The responses also involved the cooperation of various Town and State departments:

- Accessibility questions at various locations along Beacon Street
- Question regarding installation of an accessible ramp at a condominium
- Assistance for a homeless, disabled former resident
- Town Web site access for disabled users
- Need to create social opportunities for persons with cognitive and emotional impairments
- TTYs in Town departments listed in telephone book
- Question regarding financial assistance for installation of chair lift at a condominium
- Accessibility at MBTA stops
- Assistive listening devices at Main Library
- Access to Muddy River Park
- Wheelchair access at libraries
- Sidewalks near Coolidge Corner Post Office blocked by postal service vehicles
- Questions regarding restrictions for vehicles with HP placards
- Question regarding a malfunctioning chair lift at restaurant
- Question regarding limiting parking fees for disabled drivers at apartment house garage

- Question regarding impact of apartment building renovation on disabled resident
- Request for legal assistance for disabled person with complaint against former employer
- Request for HP space in front of private home
- Sidewalk snow removal at various locations
- Curb ramp snow removal at various locations
- Curb ramp in need of repair
- Alternate paths of travel needed where sidewalks are under construction
- Requests for curb ramps at various locations
- Questions regarding closed captioning for local access programming

Lastly, the following ADA tag-line appeared on various town meeting notices: "The Town of Brookline does not discriminate on the basis of disability in admission to, access to, or operation of its programs, services or activities. Individuals who need auxiliary aids for effective communication in programs and services of the Town of Brookline are invited to make their needs known to the ADA Coordinator, Stephen Bressler, Town of Brookline, 11 Pierce Street, Brookline, MA 02445. Telephone 617-730-2330, TTY 617-730-2327, FAX 617-730-2388, by e-mail at steve_bressler@town.brookline.ma.us."

Brookline Commission for the Disabled

Robert Sneirson, Chairman

The Brookline Commission for the Disabled is authorized under Section 8J of Chapter 40 of the Massachusetts General Laws. Its main duty is to advise the Board of Selectmen on issues facing persons with disabilities in Brookline.

The Commission spent a great deal of time during 2007 reviewing the construction proposed by the MBTA for their Longwood and Brookline Village stops. The construction at the Longwood MBTA Station presented the Commission with its greatest challenge since the original architectural design did not include any way for citizens with disabilities to access the path that runs through Riverway Park and the Muddy River. The Commission, working with residents of Precinct 1, the Friends of the Emerald Necklace, and the Board of Selectman, decided to file a complaint with the Massachusetts Architectural Access Board to compel the MBTA to provide an accessible path of travel to Riverway Park. The Massachusetts Architectural Access Board agreed with the Commission that the MBTA should provide access to Riverway Park and entered into a stipulated order on August 21, 2007 with the MBTA that mandated that the MBTA provide an accessible path of travel to Riverway Park on or before July 1, 2008.



Brookline Commission for the Disabled

L-R: Gilbert Hoy, Lloyd Gellineau, Robert Sneirson, Melvin Ritter, Eileen Connell Berger-Chair & James Miczek.

The Commission also spent considerable time during 2007 working with seven citizens with disabilities who

were adversely affected by the ongoing Beacon Street Reconstruction Project. Complaints received mostly concerned curb ramps that were not constructed according to the Massachusetts Architectural Access Board code or complaints' alleging that temporary access during construction was not provided to persons with disabilities. Through the combined intervention of the Project Coordinator of the Beacon Street Reconstruction Project, the Town's ADA Coordinator, and the Office of State Representative Frank Smizik the complaints were, hopefully, resolved to the satisfaction of all parties involved.

The Commission was also involved in reviewing the plans for the new Town Hall. Delightfully, the plans were found to be in good order and the Commission looks forward to the opening of the building. We have continued our handicapped parking enforcement program and, to our surprise, the amount of compliance with the Commonwealth's handicapped parking regulations is very high. In member news, Robin Dowling Grant has left her position as parent representative on the Commission. The Commission continues to work with the Town's Emergency Management Team on outreach to "special populations" in the Town of Brookline.

The Commission meets on the third Thursday of the month in the Second Floor Library of the Brookline Health Department building. We are open to hear from members of the Brookline community relative to any questions or problems.

Brookline Commission for the Arts

Jane Stanhope, Co-Chair, Brenda Sullivan, Co-Chair



Brookline Commission for the Arts

*Back Row L to R: Gavin Andrews, Rory de la Paz, Katherine Lapuh, Brenda Sullivan
Maria Wilson, Jeanette Guillemin, Joanne Lukitsh, Hilary Goldhammer, James Arzente
Front Row: L to R: Gillian Willis-Jackson, Daniel Jamous, Dione Langan,
Kate Ewen, Jane Stanhope, Carabeth Connolly, Administrator
Missing from picture: Peggy Peterson, Sibyl Senters, Annie Short*

The Brookline Commission for the Arts (BCA) serves as the Local Cultural Council for Brookline and receives an allocation each year from the Massachusetts Cultural Council (MCC) to fund local artists and arts and cultural organizations serving the Brookline community. In 2007, the BCA supported the following programs or events:

Organization or Artist

Afternoon Concerts
Ros Barron
Brookline Arts Center
Richard Clark
Ruth Harcovitz
Gregory Maichack
Sloat Shaw
Studio Without Walls
Public Schools of Brookline

Programs Completed During 2007

Free Concert at St Paul's Church
Complete video project
Conversation Pieces/Sculpt. In park
And Now Mark Twain/ Theater
Concert for seniors
Pastel workshop at library
Artists in the schools
A Tree Grows in Brookline
Urban Improv

In May, the BCA hosted a Gala Reception in honor of the grant recipients at the Transportation Museum at Larz Anderson Park. It was a great event with over 50 people in attendance. Each grantee made a short presentation about their project to the Commissioners, fellow artists and invited guests.

In the summer of 2007, MCC awarded Brookline with \$10,320 to distribute to applicants for projects in 2008. The Commission built on its recent outreach to the local arts community and increased the number of grant applications received by nearly 90%. The increase in applications allowed the BCA to select a wide variety of high quality programs that will reach many diverse audiences through out Brookline.

Organization or Artist

Afternoon Concerts
ArtBarn Community Theater
Brookline Arts Center
Richard Clark
Coolidge Corner Comm. Chorus
Bette Ann Libby
Performing Arts @ Lincoln (PAL's)
Puppet Showplace, Inc.
John Root
Wendy Soneson
Studio Without Walls

Programs to be Completed in 2008

Free Concerts at St Paul's Church
Split Hares Traveling Troupe
'Artists NOW' exhibition and panel
'Shakespeare: Lunatic, Lover & Poet'
Gala Spring Concert
Town-wide Mosaic Column Project
Spring Performance Outreach
National Day of Puppetry
'Popular Music of the Gaslight Era'
'The Women of Brookline' exhibition
'Not Books' an exhibition @ CC Library

The BCA, in conjunction with the Brookline Community Foundation (BCF) also awarded \$2,500 from the Fund for Arts and Culture to Brookline Adult and Community Education for 'Beethoven to Ballads'.

In June, the BCA participated in the Town's Flag Day festivities by sponsoring its second annual 'Create Art' t-shirt table for children. During the afternoon, the table had a constant stream of parents and their children designing wearable art.

This fall, the Brookline Commission for the Arts added eight new Commissioners with expertise in many fields including arts education, grant management, arts administration and artist representation. The BCA also established two new subcommittees; one to work on the redesign of the website, (www.brooklinearts.org) and a PR/Marketing committee to work on improving outreach to the community.

Finally, the BCA was saddened by the sudden death of its administrator, Andrea Cilley last January. To honor Ms. Cilley's work for the arts and the environment, the BCA voted to establish a one time grant in her memory. The Andrea Cilley Memorial Grant will be awarded in 2008 to a Brookline artist or Brookline cultural organization whose work is inspired by nature or environmental issues.

Brookline Commission for Women

The last three years have been a period of revitalization for the Brookline Commission for Women (BCW). After several years of being defunct, the BCW now has 11 appointed members and has become a significant contributor to the community through a variety of programs and initiatives which support and promote women. As part of our revitalization, the BCW spent considerable time discussing what our role is and how we could best serve our community and women in particular.



Brookline Commission for Women,

Our mission is quite broad and states: *The Brookline Commission for Women strives to support women in all aspects of their lives and to promote the cultural, racial, and economic diversity of Brookline.*

Our Goals:

- To make ourselves visible as a resource for women in Brookline.
- To collect and disseminate information on women's issues.
- To cooperate with other town agencies, other women's commissions, and other service organizations for addressing women's issues.
- To raise funds in support of our mission.
- To offer programming consistent with our mission.
- To bring women in Brookline together.

The BCW has been very busy trying to fulfill our mission and meet our goals. The following is a highlight of some of our programs and activities over the last year:

Each January, the BCW hosts a *Dress for Success* clothing drive. *Dress for Success* is a not-for-profit organization that offers services to underprivileged women entering the workforce. Each client receives one suit when she has a job interview and a week's worth of separates when she gets the job. At our 2007 clothing drive, over 1,000 items of clothing were collected from the community at this two-day drive and given to *Dress for Success* and the Elizabeth Stone House. We use this annual event as an opportunity to meet with women and discuss our projects and get feedback on work they would like to see us doing in the community.

Additionally, each spring, the BCW hosts its annual Women Who Inspire Us Essay Contest and Awards Ceremony. This event, which is held in March in celebration of National Women's History month, promotes the recognition of women in our community doing exceptional work and making real, positive impacts on the lives of children and women in Brookline. Nine middle school students are recognized for heartfelt essays about a woman who inspires them and the Brookline Woman of the Year is named. In 2007, Pat Norling was named Brookline Woman of the Year for her work to raise awareness and educate the community on domestic violence. This annual event chronicles the important history of women in our community. Last year, we were fortunate to receive a \$1,000 grant from the Brookline Community Foundation to support this event.



2007 “Brookline Woman of the Year” Pat Norling

During the summer of 2007, the BCW, in cooperation with the Recreation and Health Departments, started a Women’s Walking Group. These walks have been an enormous success and currently we have over 75 women in the community who have signed up to be on our walking group email list. This program, which we hope will be self-sustaining, has reached a broad spectrum of women in the community that reported that they were looking for an opportunity to walk with other women, make friends, and get fit!

Most recently, the BCW partnered with the Brookline Police Department, the Department of Public Health, the Jennifer A. Lynch Committee, St. Paul’s Church, the Brookline Rotary and Brookline Adult and Community Education to bring a reading of *Body and Sold* to Brookline. *Body and Sold* is a documentary play highlighting the issue of sex trafficking and exploitation of teens in America. Our goal was to raise local awareness to the intertwined issues of child abuse, runaways and child prostitution. The reading was held on October 3rd, during Domestic Violence Awareness Month, and was an enormous success – raising over \$5,000 for the Brookline Teen Center. Local professionals and Town leaders comprised the 27 member cast which was an excellent tool for ensuring awareness among Town agencies and non-profit organizations.

This coming March, to kick off National Women’s History Month, the BCW will be co-sponsoring Women Who Launch: the Journey of Brookline Female Entrepreneurs. We have pulled together a diverse and dynamic panel of local women business owners to discuss their experiences, struggles and successes. We hope to reach a wide range of women in the community – current business owners, women looking to change careers/start a business and students. Our goal is to both recognize the incredible strength in Brookline of women in business and also to create a networking group among them.

This is a very exciting time for the BCW. Our members represent the BCW on a variety of local associations, committees and initiatives. Over the coming year, the BCW will strive to meet its goals and continue to offer programs and initiatives that reach a broad spectrum of women in our community.

INFORMATION TECHNOLOGY DEPARTMENT

Kevin Stokes, CIO

Administration

2007 was a busy and exciting year for the Information Technology Department. The Department’s long-time Director Jon Snodgrass retired after serving the Town for 18 years. His impact on the department and the combined operations of the Town and School IT Systems will benefit the organization for many years.

Chief Information Officer, Kevin Stokes continues to meet with department heads, users and residents to ensure technology solutions are continuing to drive efficiency and transparency in our daily operations.

The IT department continues to streamline operations, examine processes and re-align partner relationships in

support of Town and School departments. Continued investments in infrastructure ensure that adequate network and storage capacity allow for continued growth and processing power of the “Brooknet” computer network.

The Information Technology landscape continues to change and to meet that challenge; the IT Department must also be prepared to change. In order to meet that goal, several group and organizational changes highlight the focus of the group moving forward and further drive the consolidated organization which supports all Town and School Departments. Moreover, consolidations in service provider contracts, investment in new technology and continued staff professional growth will ensure that the department is proactive by nature.

WiFi is here!!!!

On July 18th, 2007, the Town announced the launch of the region’s first border-to-border municipal Wi-Fi network, which includes the nation’s first implementation of newly licensed spectrum for public safety. The event was held in front of the Devotion House at 345 Harvard Street in Brookline with local and national media sources, state officials and company executives present.

The deployment was the culmination of three year's efforts which resulted in a public-private partnership between Brookline and Galaxy Internet Services. The goal of the project was to satisfy Brookline’s need for improved public safety and municipal communications, while providing consumers and businesses with new options for Internet access. Brookline is the first municipality in the United States to have a border-to-border multi-use first responder Wi-Fi network utilizing licensed frequencies for police and fire, and standard Wi-Fi for consumers. The multi-use network is owned and operated by Galaxy and is based on technology provided by Strix Systems.



Wire Cutting Ceremony

In addition to paid wireless Internet access for consumers and businesses, free access is available in certain commercial areas and public parks. Also, the Brookline Housing Authority (BHA) will have access to free internet service in their community rooms. The packages made available by Galaxy to residents and businesses will be less costly for similar plan types offered by other companies.

Application Management

The Applications Management division has changed significantly over the last year and was reorganized with the promotion of Feng Yang from the GIS manager to the Director of IT Applications, the hiring of a new database administrator, Gene Sun, and the hiring of a student systems manager, Sheetal Goel.

The group continues to provide, maintain, and support the use of enterprise software needed to meet the operational, management, and reporting requirements of Town and School departments. The group is currently

staffed by 6 full-time technical specialists: Ben Vivante, Dale Junicke, Debbie Gildart, Parvaneh Kossari, Gene Sun and Sheetal Goel. The following are some of the major accomplishments:

WebSite Related Activities

Our web master Ben Vivante has been busy this year in the development of the EPIMS Data Collection for Public Schools, updating the pictures and sketches for the Assessing Department, installation of Joomla Content Management System, deployment of nine Public School sites into existing MCMS, conversion of all Town Listserve's onto Lyris from Virtual Town Hall Main, creation of three new listserves for the public schools, and release of Domestic Violence site for the Health Department, and maintenance on 1,000 webpages.

Permitting, Licensing and Complaint Tracking

Our permits administrator, Dale Junicke continues to support users of PermitsPlus in the areas of address maintenance, annual renewal of permits and licenses, users account management, and the setup of lock, holds and notices. Dale also develops new compositions, such as the Health department's weights and measures permit, and taxi permit.

Cartegraph Work Order and Asset Management

We are expanding the cartegraph work order system. Debbie Gildart has been working with DPW and the Fire Department to develop and deploy the fleet management module for the Fire Department. The Building Department work order system has been expanded to include school and town users putting in building repair requests and Building Department craftsmen closing out work orders.

School Applications

We continue to support the Chancery Student Management System and other school applications, successfully completed the year-end processing in Chancery and opened up the system for the 07-08 school year. Many reports are modified, and data extracts have been provided.

Database Standards

The Town has set the database standard to be Microsoft SQL Server and our new database administrator, Gene Sun has optimized the backend database maintenance, and automated many SQL server data extracts for various applications.

GIS

GIS staff continues to provide quality and timely mapping services, and products to internal departments, the residents, and business of Brookline. A new web based abutters program is developed to support user needs from various department. Working with the Water and Sewer department, a new sewer data model has been developed for better data maintenance and modeling. Working with the Police Department and funded by a regional homeland security grant, a web-based crime mapping application has been developed. A prototype 3D High School building infrastructure has been developed.

An updated atlas map book has been created by our GIS Analyst, Parvaneh Kossari who also continues to update and maintain the Town GIS database. Working with the Planning Department, Ms. Kossari has provided US Census address files for the next census update.

Network Infrastructure

Under the direction of Manager, Zeray Assefa, the group has grown to three members which reflects the importance and complexity of the computing environment and infrastructure. The Network Group welcomed Gary Vogler as Network Systems Administrator. In addition, Ren Avellani was promoted from the Help Desk in the role of Information Systems Project Manager.

The group's primary responsibility is to ensure the consistent operation and security of the computing network, Brooknet. As standards dictate consistent computing platforms and applications, the Network Group's role it to provide the tools and support necessary to maintain maximum performance of the network and server

infrastructure.

Network Data Storage Upgrade

Brookline ITD has developed a robust network and data storage infrastructure that enables Brooknet users to store and access critical data in secure and protected network directories. These directories may be accessed from any computer that can connect to the Town of Brookline's network, provided that users login with their Town_Brookline account and password. All network storage is secure and access is provided/tied to account usernames and passwords.

With the newly installed storage in place, users have seen increased capability in mailbox size by twice the size, in network storage by ten times and in group storage by ten times.

With the newly installed upgrade complete, the process of data backup, retrieval and disaster recovery has taken a significant leap forward. Increased disk capacity has shortened the process of data archiving and the window required and resulted in easier to manage and more reliable backups.

FirstClass 9 upgrade

IT upgraded our in-house email package, FirstClass. With the enhanced capability, users have additional storage, functions and collaboration tools. In addition to the upgrade, the server infrastructure was replaced with a new high speed server that includes many redundant features to ensure maximum performance and reliability.

The additional capability made it possible to extend the service to Public Safety staff as well. For the first time, the collective Town and School staff populations now reside on the same email platform which should increase communication, information dissemination, and notifications in a more rapid fashion.

Pierce School Network Upgrade

The Pierce School data network, installed in 1998, has outlived its life expectancy of five years and can no longer support the many emerging technologies the Public School of Brookline is implementing. The Network Upgrade Project replaces all of the Pierce network equipment (LAN/WAN) on the Pierce Campus. The new equipment is consistent with existing Town standards, increasing speed and bandwidth available to users and provides a common support platform.

Internet Service Provider Change

Internal support capabilities provided an opportunity to switch the Public School Internet Service provider for the purpose of standardizing the network topology. The changes allow for redundancy and failover to occur based on having multiple Internet paths. With this configuration, bandwidth may be shared among Town and School users which will allow for better management of bottleneck conditions, network contention, and congestion. Moreover, external users have additional paths in which to send email and correspondence resulting in better performance and reliability.

This change was initiated the previous year with the change of the School employee email addresses to a common Brookline nomenclature. This change facilitated the future migration in the most cost-effective and least disruptive manor. The overall change of Internet Service Providers has resulted in cost savings to the School budget while increasing overall performance.



Information Technology Board

Public Safety Network Upgrade

The Public safety data network, installed in 2001 has outlived its life expectancy of five years and can no longer support the many emerging technologies the Town of Brookline is implementing. The Network Upgrade Project replaces all of the Public safety network equipment (LAN/WAN) at the 350 Washington St Campus. The new equipment is consistent with existing Town standards, increasing speed and bandwidth available to users and provides a common support platform.

Preparing for the New Town Hall

As work on the renovated Town Hall continues, IT is also working with contractors and staff to ensure a seamless and orderly transition move back. Regular meetings between IT and the Building Department regarding infrastructure design and relocations plans have been ongoing with the emphasis always being on cost effective, efficient and customer oriented decisions regarding the consolidated voice, data, and video network.

In addition, Brookline Access Television and Information Technology continue to share infrastructure, resources and applications in all available areas for maximum benefit.

Help Desk

Help Desk/Desktop Support continues to evolve and adapt with the changing environment and new technology. Karen King and her team which includes Allen Wong, Michael Yee, Gannon Hastings, Kayson Lo, and Ren Avellani now provide support to all Town and School users.

In 2007, the IT Help Desk had 3,500 work orders opened; most were closed in under three days. As we continue to promote a more centralized model of technical support, this number will likely increase due to users being more comfortable with the help desk work order system. It is hoped that better data and analysis will provide IT with the necessary information to prepare and plan the IT network evolution.

The upgrade of the Help Desk software (Track It!) in December, 2006 has allowed us to begin gathering more accurate computer inventory data including the school departments Macintosh computers.

FINANCE

Stephen Cirillo, Finance Director

Overview

The Department of Finance was created by MGL Chapter 25 of the Acts of 1993. The purpose of the Act was to consolidate all of the fiscal and financial related activities of the Town into a single department in order to attain efficiencies and economies of scale, to reduce or eliminate duplication and overlapping of services, responsibilities and functions, and to improve the communication and coordination between and among the various offices and agencies of the Town.

Treasury Division

In compliance with the provisions of Chapter 41, Section 35 of the Massachusetts General Laws, the Treasurer is pleased to submit this annual accounting of the total cash receipts and disbursements for the fiscal year ended June 30, 2007. In addition, I have also included a summary of the highlights of the activities and accomplishments of the Department of Finance's Treasury and Collecting Division for the year. Details of cash transactions and debt activity are also contained in the Annual Audit Report, which is found in the Town Comptroller's Office, the Library, the Town Clerk's Office, and the Brookline web-site at www.townofbrooklinemass.com. I believe that this approach provides more relevant information to our readers.

This Department of Finance was created in 1994 with the consolidation of several independent departments. The reorganization has continued and has strengthened. The functional workgroups that were initially created to provide more effective service and internal cross training are working out very well. Internal coverage for periods of peak needs was expanded. The specialized tax administration units continue to demonstrate their value to taxpayers. Indications are that public service has significantly improved. As will be noted below, with the use of electronic commerce techniques and an after hours Town Hall mailbox, we have developed a 24 hour/7 day per week service capability to our taxpayers.

Payroll Sub-Division

The Payroll sub-division is managed and overseen by Virgie L. Fitzgerald. Mary P. Slattery acts in the capacity of the Payroll Accountant. The Payroll sub-division continued scanning archived payroll records in an effort to eliminate paper hard copies and to provide a faster and more efficient way to retrieve information. Working with the Information Technology Department, a part time scanner was hired to reduce the paper payroll records. This temporary employee was also trained to oversee the scanning process for the Human Resources Department. Documents were scanned from various storage areas resulting in a need for less storage space while moving toward a paperless process. This has drastically reduced the turn-around time for supplying earnings information to former employees for buying back years of service for retirement purposes. Over the past year, combined efforts with the Human Resources Department and Selectmen's Office have resulted in uniform position control information in the Millennium Software. The Sub-Division also continued the process of consolidating the 457 Deferred Compensation Plan (OBRA) by eliminating duplicate accounts and establishing procedures to locate "lost" employees.

The Payroll Sub-Division is responsible for the oversight of all payroll activities including accurate and timely payments to over 1,157 Town and 2,257 School employees, along with the related employee and employer deductions, taxes, wage reporting, and collective bargaining compliance issues. This unit oversees and audits payments of over \$112.2 million in payroll along with the related \$20.3 million in a vast array of deductions and \$18.0 million in several payroll taxes.

This sub-division has expanded the services provided by payroll. Training programs for report writing (Crystal Reports) have been provided to individual users enabling them to establish a list of reports that are frequently used and are available whenever the user logs into the payroll software. Continued throughout the year were individual and group training seminars for all departmental staff who are involved with the payroll functions for their departments. The payroll section of Brookline's intranet is continuously being maintained to provide the most updated information to employees and payroll clerks regarding all aspects of payroll including forms, instruction and internet links.

Cash Management Sub-Division

This division is responsible for the collection and maintenance of all revenues from all sources, as well as the management and safeguarding of all funds, the administration of all debt and the proper disbursement of all funds. In summary, the aggregate receipts and disbursements for the fiscal year that began on July 1, 2006 and ended on June 30, 2007 are as follows:

Cash & Invest 7/1/2006	\$ 84,775,658.93
FY 2007 Cash Receipts	241,838,921.04
FY 2007 Disbursements	<u>(249,467,459.03)</u>

Town Cash & Invest 6/30/2007	77,147,120.94
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Library Cash & Investments	4,241,486.00
Retirement Cash & Investments	<u>206,730,014.00</u>

Total Cash & Investments	\$ 288,118,620.94
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\$2.7 million in investment income was earned during the year, an amount that is \$330,660, or 10%, less than the amount earned during FY2001. This decrease was the direct result of the numerous reductions in interest rates that the Federal Reserve Bank voted during this period because of the poor economic climate. We continued to exercise the aggressive cash management program that was instituted during the latter part of 1994. This enabled us to continue to maximize the rates of returns despite the economic recession and helped mitigate the reduction in earnings that was being experienced throughout the world. Use of an automatic "sweep" account that invests funds each night, along with a weekly interest rate bidding request program, have insured that we are able to obtain the highest rates available while maintaining safety and liquidity throughout the year. Higher risk type investments, such as derivatives and similar devices, are specifically avoided. The Town has now implemented the "Prudent Investor" standard.

Bank Service Charges

Through an on-going competitive bidding program, we continued to minimize bank service costs while the level of bank services increased. Our costs were \$47,394 in FY2007, which was directly attributable to our Electronic Commerce and credit card acceptance initiatives that were introduced during the second half of fiscal 2001. In the last decade, bank service charges were costing us about \$150,000.

Debt

In 2002 and 2004 we were able to take advantage of the unprecedented low interest rates in our debt activity by refunding older bond issues. The ultimate result was that our interest costs for these two issues will be reduced by over \$1.6 million over the next 10 years, which will help alleviate some of the impact of the loss in investment earnings noted above. During 2007, the Town borrowed \$2.516 million for several projects, including the Lawrence School, Golf Course, and swimming pool.

Accounts Receivable Sub-Division

This sub-division is responsible for the billing, collection, recording, and reconciliation of annual property taxes (\$128.2 million), Personal Property taxes (\$1.9 million), Motor Vehicle Excise taxes (\$5.2 million), Water & Sewer Utility Fees (\$23 million) and Refuse Collection and Disposal Fees (\$2.1 million).

In 2003, this sub-division was reorganized under the leadership of an Assistant Collector. In FY2004 the sub-division began to reconcile accounts receivable on a monthly basis, providing a more efficient year end closure of the Town's financial books. In 2005 the sub-division assumed responsibility for posting all water and refuse payments.

Another accomplishment of the sub-division was to shorten the age of accounts receivable. The accounts receivables of six prior fiscal years within the Personal Property Tax receivables class have been collected and closed out. Prior year Excise tax receivables have also been collected, abated and closed out.

Property Taxes

The aggressive delinquent collection campaign that was initiated in 1994 continued during the year. Unpaid taxes remained at the lowest they have been in over 25 years. The collection program described in the 1994 Annual Report has been very effective. Uncollected property taxes as of June 30, 2007 were \$861,477, representing a 99.34% collection rate.

Municipal Lien Certificates

An important responsibility of this Office is the timely and accurate issuance of Municipal Lien Certificates (MLC's). This document is required before buyers and sellers of property can finalize any agreements for the transference of any real property. Lawyers and mortgage lending institutions depend upon this service. The

owners of property about to be conveyed generally require immediate attention. We issued approximately 1,400 MLC's during FY2007. Improvements in automation have reduced the completion time to approximately two days. General Law requires these documents to be completed within ten working days of receipt. We continue to receive many favorable comments for timely and accurate service from the various legal firms in the area.

Motor Vehicle Excise

We continued to participate in the Registry of Motor Vehicle license renewal and registration renewal marking program. The failure to be able to renew these two important permits has proven to be a very effective collection stimulus. Uncollected excise at the end of the year was \$683,721. We continued to collect over 95% of the more than 34,150 bills issued each year on a timely basis.

Summary

Again, your Treasurer/Collector presents these accomplishments with pride. They signify our collective efforts on behalf of our community. One of the most significant messages subliminally contained within this report is that John Mulhane, Debbie Mann, Charlene Morehouse, Cathy O'Dea, Calivina Chow, Wendy Tavico, Virgie Fitzgerald, Mary Slattery are a team of professional public sector employees. A strategic initiative of cross-training has created a dynamic yet flexible staff that can address any issues that are presented. They take pride in providing a high level of quality service for their constituents. As the manager of the Division, I express my genuine appreciation to this exceptional staff of dedicated people who continue to make this all happen. My very personally satisfying job and our many successes are a direct result of their exemplary performance. I remain forever grateful to each and every one of them.

I also wish to thank the Community for their continued support and response to all of our appeals. Tax collecting is never a "fun" task, but the vast majority of our taxpayers understand what we need to do in order to keep our financial house in good condition and this understanding is what enables us to present these accomplishments. We really are grateful to all of you.

Comptroller's Division

The Comptroller's Office is responsible for the timely and accurate processing of vendor payments, cash receipts and general ledger transactions, and numerous federal and state reporting functions, including the Commonwealth's Schedule A and free Cash certification. In addition, the Comptroller serves on the Brookline Contributory Retirement System.

Accounts Payable

Accounts Payable personnel, in conjunction with input for a variety of Town Departments, continued to service the more than 5,000 active vendors, processing 39,174 invoices during calendar 2007, which resulted in approximately 18,600 vendor checks totaling more than \$165 million.

During 2007, the Comptroller's Office, working with Purchasing and the Treasurer-Collector, continued to expand the Electronic Funds Transfer (EFT) payment process for vendors, resulting in fewer paper checks cut to some of our larger vendors. More than \$19 million was transmitted via 744 electronic funds transfers during calendar 2007.

There were 836 1099's issued in January, 2007 to vendors providing services to the Town. The Accounts Payable personnel routinely audit all invoices before the payments are processed and then match up the resulting checks with their supporting documents for archiving in-house and the mailing of payments. In addition, the Accounts Payable team has spent considerable time and effort training departmental users throughout the School and Town on the appropriate use of the accounts payable system.

Financial Reporting

The Comptroller's staff worked closely with the auditors to ensure compliance with Generally Accepted Accounting Procedures and the promulgations of the Government Accounting Standards Board in the daily financial activities of the various Town departments and in the preparation of the Town's annual financial

statements.

During fiscal 2007, the Comptroller's Office completed the migration of miscellaneous committed bills from an in-house; Access based Accounts Receivable system to Munis General Billing module. Approximately 1,000 new customer accounts were created during the year. As of the end of December, 2007, Personnel, Schools, DPW, Water & Sewer and Building Departments have gone live on the new General Billing module, and Public Safety and departments were working to verify all open balances. 1546 General Billing invoices were processed during calendar 2007, for a total of \$851,765.

The Comptroller's staff continues to provide training and support for the departmental users in General Ledger queries and reports and Accounts Payable, General Billing and Cash Receipts input and processing and reporting of departmental financial data via in customized Crystal Reports developed in the Comptroller's Office. By the end of 2007, more than 204 users in the Town and School offices have been trained in the Town's MUNIS Financial system and over 190 users have been trained in basic crystal report running. The Comptroller's Office is currently providing more than 2,900 customized reports to various departments in the school and town.

As of the end of fiscal 2007, the Comptroller's Office had recorded and was maintaining asset and deprecation records for nearly 9,000 fixed assets.

In all , more than 20,900 journal entries were processed to the general ledger during calendar 2007, including over 6,400 cash receipts transactions, over 6,500 accounts payable batches, 193 cash disbursement journals, 10,806 purchase journals, 1,038 general journals, 108 payroll journals, and 604 budget related journals.

Closing

The Comptroller and her staff worked closely with other key departments to enhance internal controls and financial processing and reporting with the Town. The Comptroller gratefully acknowledges the fine efforts of her staff, in conjunction with the efforts of other Town Departments, which have contributed to this highly successful year.

Assessors Division

The mission of the Board of Assessors is to assess all property in the Town of Brookline in a fair and equitable manner and in accordance with the laws, rules, and regulations of the Commonwealth of Massachusetts, the requirements and guidelines of the Department of Revenue and the Uniform Standards of Professional Appraisal Practice of the Appraisal Foundation. Our purpose is to promote the fair and equal treatment of all taxpayers in the administration of the property tax, motor vehicle excise tax and all related exemptions; to assess all property at its full and fair cash value as of January 1 or each year and to employ valuation methods and techniques appropriate for each class of property and to maintain public records necessary to administer the taxes of the Town and to objectively review the petitions and concerns of aggrieved taxpayers.



Board of Assessors

L-R: Harold Petersen, Mark Mazur, and Gary McCabe

Accomplishments

In 2007, the Board of Assessors celebrated the retirement of long-time Chairman and Chief Assessor George Moody. Mr. Moody served the Town of Brookline for 19-years. In June the Board of Selectmen appointed Gary McCabe to succeed Mr. Moody. Mr. McCabe comes to the town with 30-years of experience in mass appraisal, assessment administration and property tax management. Mr. McCabe is the former Chief of the Bureau of Local Assessment of the Massachusetts Department of Revenue, the former Deputy Assessor for the City of Worcester, MA and the former property tax director for a leading multinational wireless infrastructure company based in Boston. Mr. McCabe holds the Certified Assessment Evaluator designation (CAE) from the International Association of Assessing Officers (IAAO) and holds a degree in business administration from Northeastern University. The other members of the Board of Assessors, Harold A. Petersen, Ph.D. and Mark J. Mazur, MAA, along with Rachid Belhocine, MAA, the Town's Deputy Assessor (and interim Acting Chief Assessor) managed the successful transition from Mr. Moody to Mr. McCabe.

In the fall of 2007, the assessors completed an analysis of assessment levels and assessment uniformity for all classes of property using qualified sales data from 2006 and the first two quarters of 2007. Based on the results of the study, which indicated a declining residential real estate market over that period, assessed values were adjusted for fiscal year 2008. Single-family, two-family, three-family and residential condominiums were all adjusted downward, two to five percent, over fiscal year 2007 values. Conversely, the value of income producing property such as apartment buildings, commercial property and mixed apartment-commercial property were increased over fiscal year 2007 values. Adjustments ranged from five to eight percent. Adjustments were made based on an evaluation of the rental rate tables, expense schedules, and capitalization rates used in the town's valuation models. Because the value of the two major classes of property changed in opposite directions, the total value of the town's property tax base changed by less than 1.0%, to \$14.2 billion from \$14.3 billion.

The assessors prepared the tax rate recapitulation report for the Department of Revenue and the annual tax classification report and presentation for the Board of Selectmen, held on November 27, 2007. At their December 4 meeting the selectmen voted to maintain a split tax rate structure of \$10.18 per thousand dollars of assessed value for residential property and \$16.70 per thousand for commercial, industrial, and personal property. On December 17 the Dept. of Revenue approved the recapitulation report and tax rates.

The Assessors worked with the Board of Selectmen, the Town's Director of Finance and Town Counsel to develop a payment-in-lieu of tax (PILOT) policy, which was adopted by the Selectmen on December 10. The policy will allow the Town to address the need to have tax exempt property owners contribute to the funding of critical public safety and public works services.

FY2009 Objectives

The Town of Brookline is scheduled for a triennial certification of assessed values by the Department of Revenue for fiscal year 2009. Certification requires that assessment levels for all classes of property meet the standards for full and fair cash value based on statistical testing for uniformity among and between property classes. Certification also requires that all property data be reviewed and validated and that all valuation models be based on generally accepted mass appraisal methods and be applied consistently.

As part of the fiscal year 2009 revaluation effort the assessors will conduct a complete field review of all real estate parcels within the Town. A complete review of all property will enhance our understanding of the Town's neighborhoods, mix of individual properties within each neighborhood, and allow for an objective review of the revaluation effort.

All business personal property accounts will also be reviewed for completeness and accuracy. Desk audits will be performed on a selected number of accounts to ensure general compliance with reporting requirements.

The Board of Assessors is preparing a proposal to the Board of Selectmen to adopt the provisions of G.L. Chapter 59, section 5, clause 54, which will allow for an exemption from personal property taxes of certain business with assessed values less than \$10,000. In fiscal year 2008 there are 830 such accounts (out of a total of 1,141 accounts). The Assessors will analyze the impact of such an exemption on all taxpayers before making a recommendation to the Selectmen. The exemption can be applied to assessments to any amount up to \$10,000. Once approved by the selectmen, a Town Meeting vote is required.

Purchasing Division

The Purchasing Division is responsible for the purchase of all goods and services for all Town and School Departments. The Division's ongoing role is to ensure that all departments are getting the best value, through quotes, bids and proposals, as deemed appropriate. The entire purchasing process must comply with M.G.L. Chapter 30B and applicable laws.

Personnel

Purchasing is staffed by Chief Procurement Officer David Geanakakis, Procurement Officer Mary Clover, Buyer Richard Saville and Clerk Leonore Nicolay. In 1990, M.G.L. Chapter 30B was enacted and adopted by the Town soon thereafter, creating the position of Chief Procurement Officer. The Purchasing Division is responsible for all goods and service purchases, via Town contracts, State contracts, and all subsequent agreements that are entered into by all Town and School Departments.

General Services is staffed by Supervisor of Mailing and Printing Tim Sullivan and Mail Clerk Morgan Laing-Buckland. General Services provides mail and printing support for Town and School departments

In this past year, the Telephone Operator Patty Paige retired. Patty served the Town for many years and was an integral part of the Purchasing and General Services team. During her more than thirty years of employment with the Town, she assisted all Departments in a cheerful, professional manner. The staff wishes her all the best for the future.

David would like to thank all of the Purchasing and General Services staff for their assistance over the past year, and for continuing to provide a high level of service and expand assistance to Town and School Departments.

Purchasing Activity

During the past fiscal year, the Purchasing Division processed more than 100 public procurements, as well as more than 9,000 purchase orders issued for the various Town Departments and the School Department. Purchases are done using open and competitive processes, such as quotes, bids and proposals, as appropriate. Division staff, working with the requesting department, develops specifications, investigates and

seeks out potential vendors, and evaluates and awards contracts.

An important role for Purchasing is managing goods and services contracts, used by all Town and School departments. Examples are computers and computer leases, fuel oils, furniture, office supplies, school lunches, copiers, consultants and insurance. Significant accomplishments from the past year were:

- As in previous years, the division issued the bids, awarded contracts and administered the Cooperative Purchasing arrangement for the purchase of gasoline, diesel, and heating oil fuels for Brookline, the Cities of Newton, Cambridge and Waltham, and the towns of Arlington, Belmont, Lexington, Watertown, Winchester and Weston. By issuing the bids early, the Coop was able to take advantage of the price drop in February 2007 which generated significant savings.
- The Division supported the relocation and move of Town Hall to Old Lincoln School.
- Examples of some Town Department bids: Compactors, air compressors, office supplies, firearms, dump trucks, library periodicals, recreation bus leases, and golf cart leases.
- Prepared, issued and awarded RFPs for: voluntary dental coverage for employees, sale of Cameron St and use of Devotion House, lease purchase financing for DPW trucks.

Support to the School Department

Procurement Officer Mary Clover is the Purchasing Division's primary liaison to the School Department and dedicates most of her time to support School Department purchases and projects. All Division staff support School purchases. Significant items from the past year were:

- Capital furniture purchases for the schools from state contract vendors which resulted in savings.
- Examples of some School Department bids: bakery supplies, strategic plan process development, and point of sale terminals for food services.
- Additional schools were added to the cleaning contract.
- The majority of food services contracts were renewed taking advantage of significant savings.
- Received commission from soda and snack machines amounting to \$4,623.12 in FY07 and \$2,647.18 for the first half of FY 08.

General Services Activity

General Services provides centralized printing and mailing services for all Town and School departments. All services are done in the most economical manner possible, either on-site or with outside vendors. Quality offset printing and mail pick-up & delivery services are done by the print shop and mail room. 2007 general services accomplishments include the following:

- Replaced telephone switch maintenance vendor and obtained lower annual and hourly rates while improving service.
- Continued to use two large capacity photocopiers in the print shop, resulting in greater cost savings and efficiency. These digital copiers facilitate expedited service on print jobs and reduce the need to go off-site, which reduces the use of more expensive outside printers.
- Continued to reduce the costs of mail processing by encouraging the increased use of mail machine equipment in Town Hall, Library, Council on Aging, and the Public Safety Business Office.

Retirement

Frank Zecha, Director

The Brookline Contributory Retirement System (System) administers the defined benefit plan for most Town of Brookline employees, with the exception of teachers and school administrators whose program is administered by the Teachers Retirement Board. The defined benefit plan, governed by Massachusetts General Laws Chapter 32, provides retirement, disability, survivor, and death benefits to members and their beneficiaries.

The System has a five member Board who is responsible for ensuring that the system is operating in

compliance with M.G.L. Chapter 32. Director of Finance Stephen Cirillo serves on the Board pursuant to an appointment by the Board of Selectman. Brookline Comptroller Judith Haupin serves as the ex-officio member, as required by M.G. L. Chapter 32. Retired Brookline Firefighters Joseph P. Duffy and James (Chet) Riley serve as the elected members to the Board. Gary Altman, an attorney who works full-time as a labor arbitrator and mediator, was chosen by the four Board members to serve as the fifth member. James (Chet) Riley serves as the chairperson of the Board.



Retirement Board

In November of 2007 Joseph Duffy resigned from his elected position on the Brookline Contributory Retirement Board. Mr. Duffy was appointed a Brookline Firefighter in 1948 and first became an elected member of the Retirement Board in the early 1960's. Mr. Duffy has served the Brookline community for nearly 60 years and has made a lasting contribution to the members and retirees of System. On behalf of the Board, staff and membership we thank Mr. Duffy for his time dedication and commitment to our community.

The System is funded through member's deductions, investments and an annual appropriation from the Town and Housing Authority. The Board adopted an actuarial funding schedule to ensure the financial stability of the retirement system. According to the most recent actuarial report, as of January 1, 2006 the system was 63.74% funded.

As of December 31, 2007, there were 3,231 members, 1,843 active members, 841 retired members or their beneficiaries and 547 inactive members. During 2007 the Board voted to grant 36 superannuation retirement allowances and four accidental disability retirements. The Board also approved 275 refunds and 110 transfers of member accounts.

The current staff is comprised of Frank Zecha, Executive Director; Margaret Cossette, Deputy Director of Finance; and Kimberly McCormick, Administrative Assistant. The Staff is responsible for all financial transactions, reporting of investment activity, comprehensive pre- and post- retirement counseling to employees and their families regarding their rights and benefits, issuing monthly pension payments to retirees and /or their survivors, and other required governmental reporting.

The system utilizes an investment consultant firm, Meketa Investment Group, to provide investment advice. The Board establishes investment policies, allocates system assets to various investments, and retains managers in each asset class to invest the resources allocated to the type of investment with assistance from Meketa Investment Group.

The Retirement System is valued at \$226.6 million as of December 31, 2007. For calendar year 2007 the System earned an estimated 7.00% rate of return. The 20 year rate of return is greater than 9.8% annually.

TOWN OF BROOKLINE TELEPHONE DIRECTORY
MAIN NUMBER 617-730-2000

EMERGENCY TELEPHONE NUMBERS

POLICE	911
FIRE	911
HIGHWAY	730-2160
PARKS	730-2167
WATER/SEWER	730-2175
HOME HEATING	730-2300 (weekdays)
	730-2222 (evenings & weekends)

<u>DEPARTMENT</u>	<u>TELEPHONE</u>	<u>FAX</u>	<u>TTY</u>
ASSESSORS	730-2060	739-7572	(Phone Devices for the Deaf)
BUILDING	730-2100	739-7542	
COMPTROLLER	730-2022	730-2298	
COUNCIL ON AGING	730-2777	730-2761	730-2777
ECONOMIC DEVELOPMENT	730-2468	730-2442	
FIRE (office)	730-2272	730-2728	
FIRE (non-emergency)	730-2260		
HEALTH	730-2300	730-2296	730-2327
HUMAN RELATIONS/YOUTH RESOURCES	730-2330	730-2296	
INFORMATION TECHNOLOGIES	730-2003	739-7571	
LIBRARY			
MAIN LIBRARY	730-2345	730-2160	730-2364
COOLIDGE CORNER BRANCH	730-2380		
PUTTERHAM BRANCH	730-2385		
ADMINISTRATIVE OFFICE	730-2360	232-7146	
PERSONNEL	730-2120	739-7519	
PLANNING	730-2130	730-2442	
POLICE (non-emergency)	730-2222	730-8454	734-2952
PRESERVATION COMMISSION	730-2089	739-7542	
PUBLIC WORKS			
ADMINISTRATIVE OFFICE	730-2156	730-2258	
CEMETERY	730-2179	730-2258	
CONSERVATION	730-2088	730-2258	
ENGINEERING	730-2139	730-2258	
HIGHWAY	730-2156	730-2258	
PARK/FORESTRY (non-emergency)	730-2149	730-2167	
WATER/SEWER (non-emergency)	730-2170	730-2258	
RECYCLING HOT LINE	730-2500		
PURCHASING	730-2195	264-6446	
RECREATION			
MAIN OFFICE	730-2069	739-7531	739-7698
GOLF COURSE	730-2078		
GYM	713-5422		
HIRE ONE	730-2779		
RAFT PROGRAM	739-7598		
SKATING RINK	739-7518		
SWIMMING POOL	730-2778		
RETIREMENT	730-2028	730-2298	
SCHOOLS	730-2400	730-2108	
ADULT AND COMMUNITY EDUCATION	730-2700		739-7656
SELECTMEN	730-2200	730-2054	730-2213
TOWN ADMINISTRATOR	730-2211	730-2054	
TOWN CLERK	730-2010	730-2298	730-2572
TOWN COUNSEL	730-2190	264-6463	
TRANSPORTATION	730-2177	730-2258	
TREASURER	730-2020	730-2298	
VETERAN'S SERVICES	730-2112	730-2296	

TOWN OF BROOKLINE, MASSACHUSETTS

Settled: 1638
Incorporated: 1705
Population: 57,107
Land Area: 6.82 Square Miles

Government: Representative Town Meeting (240 Elected Town Meeting Members and eight (at large) with five-member Board of Selectmen and Town Administrator.

Located four miles from downtown Boston, in Norfolk County. Brookline is one of the largest towns in New England. It is primarily a mature suburban, residential community. The primary occupations of Brookline residents are management and professional, heavily concentrated in the fields of medicine and education.

FY 2008 Assessed Valuation: \$14,231,497,380

FY 2008 Tax Rate:

Residential \$10.18

Commercial \$16.70

Residential Exemption \$158,100

Political Parties and Designations

Total Registered Voters	26,733
Democrat *	13,560
Green-Rainbow*	39
Republican *	2,003
Working Families*	2
Unenrolled	11,075
American Independent	5
Conservative	1
Constitution Party	2
Green Party USA	5
Interdependent Third Party	4
Libertarian	35
Socialist	1
Timesizing Not Downsizing	1
Working Families*	2

*Recognized Political Party

Brookline LegislatorsUnited States Senators

Edward M. Kennedy

John F. Kerry

United States Representative in Congress

Barney Frank

State Senator

Cynthia Creem

State Representatives

Frank Israel Smizik

Jeffrey Sanchez

Michael Moran

Michael Rush

The Town of Brookline is an Affirmative Action/Equal Opportunity employer. The Town of Brookline does not discriminate on the basis of disability in admission, access to, or operations of its programs, services, or activities.

The Town of Brookline does not discriminate on the basis of disability in its hiring or employment practices.